

SAMPLE OF 2017: Updated Internship Coming Soon



Historical Society
of Pennsylvania

Summer Internship, Hurford Center for the Arts and Humanities

Institutional Profile

Founded in 1824 in Philadelphia, the Historical Society of Pennsylvania (HSP) is one of the oldest historical societies in the United States. It is home to some 600,000 printed items and more than 21 million manuscript and graphic items. Its unparalleled collections encompass more than 350 years of America's history—from its 17th-century origins to the contributions of its most recent immigrants.

The Society is one of the largest family history libraries in the nation, has preeminent printed collections on Pennsylvania and regional history, and offers superb manuscript collections renowned for their strength in 17th-, 18th-, and 19th-century history. With the addition of the holdings of [The Balch Institute for Ethnic Studies](#) in 2002 (and those of [The Genealogical Society of Pennsylvania](#) in 2006 through a Strategic Alliance Agreement), the Society has become a chief center for the documentation and study of the ethnic communities and immigrant experiences shared by people whose American history began more recently—between the late 19th century and our own times. In 2009 HSP formally transferred ownership of its museum collection to the Atwater Kent Museum of Philadelphia.

HSP currently focuses its attention on researchers, genealogists, and educators and students. Programs include innovative arts-based approaches to history subjects and digital history projects as well as traditional lecture series, genealogy and teacher workshops. Over ten thousand people enter the doors of HSP at 1300 Locust Street in center city Philadelphia each year to research or attend a program. Tens of thousands of people make use of resources online through two websites, ten blogs, and other social media platforms.

Internship Project

The Hurford Interns become integral parts of the program team at HSP. Depending upon the intern's past experiences and educational goals and HSP's current program schedule, we will craft the exact intern schedule at the beginning of the summer. That said, certain types of tasks are apt to be included: research and writing for PhilaPlace.org, development of online curriculum for K12 students, and program planning.

PhilaPlace.org is a program for preserving and delivering history about Philadelphia to the general public. Using a Google map, short essays and images are pinned to the city map. These essays explore not only famous buildings and events but also more often the everyday life of

Philadelphians over the centuries. The intern will be given free-reign in choosing a subject about which to create a new story. They would undertake archival research at HSP and other local historical facilities. The information gathered would be written into a 500-750 word essay; images would either be identified in HSP's materials or the intern would take new photography. The final piece of the project is using the content Management System of the website to load the story online. For this project, the intern works directly under the Senior Director of Programs and Services.

Our K12 programming goes under the banner HEAD For the Future (History Education And Documents). Online lesson plans feature primary sources from HSP's collection. The intern works with the Education Manager to choose a topic, then selects documents, and writes a lesson that fits current PA standards.

The summer is a prime time for planning public programs for the next year. Working with the Director of Public Programs, the intern may be involved in selecting speakers, setting up logistics, and writing promotional copy. There also may be the opportunity to select document from HSP's vast collection to include in accompanying document displays.

Intern Qualifications

The successful applicant will have passion for both learning and sharing history. We look for people who should be detail-oriented and self-starters. It is important that the person have clear communication skills, especially in writing, and be a good team player. While the person should be comfortable learning new technical skills, they do not need prior experience with the content management systems or be a "tech geek."

Challenges and Rewards

From past internship experiences, we have learned that interns usually find HSP a welcoming and appreciative place to work. There is a chance to do primary source research in an archive of unsurpassed depth and breadth, and there is the chance to see first-hand how a cultural organization works. In addition, the experience includes many opportunities for networking within the history and heritage field.

The challenge typically is the fast-pace of projects in an organization, like many, that is stretched having too much to do with too little resources. In addition, some students find learning to write for the public, rather than instructors, to be a difficult transition.

Details

The intern will work at HSP's headquarters at 1300 Locust Street, Philadelphia. Business hours are 9:00 a.m. to 5:30 p.m. The intern, however, may be asked to travel throughout Philadelphia to conduct research or take photographs. HPS would pay for any taxi or public transportation necessary.

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