

Communications Intern

Birds of Vermont Museum

Huntington, Vermont • www.birdsofvermont.org



We seek self-motivated individuals interested in museum education, community outreach, social media, environmental writing, public speaking, non-profit management, the museum field, natural history, and/or wood carving. We offer experiences such as operating a small museum, visitor services, exhibit planning and construction, museum outreach, bird research, and article writing.

Responsibilities

Interns spend approximately 75% of their time assisting museum staff in general museum duties. This may include greeting visitors, running the gift shop, assisting with media relations, writing and/or photography for social media, composing press releases, developing and revising outreach materials, and other administrative assistance.

Interns will be expected to write at least one newsletter and one blog article about their experience or a museum communications topic of their choice.

The remainder of their time will be spent on a project relating to their field of interest. Past projects have included researching and producing a rare bird booklet, updating bird species labels, and writing articles for newspapers, magazines, and online media.

Interns should be able to commit 8-20 hours per week for 6-10 weeks.

Qualifications

Interns possess an interest in the museum field, science and environmental journalism, travel writing, tourism, media and membership communications, public relations, social media outreach, non-profit management, birds, and/or wood carving.

Resources available

Staff is available to assist in all aspects of the project. We have a resource library, a workshop, and 100 acres of mixed forest with trails and aquatic habitat.

To apply

Send your resume, letter of interest, and contact info for 3 references to:

Erin Talmage, Executive Director

Birds of Vermont Museum, 900 Sherman Hollow Road, Huntington, VT 05462

erin@birdsofvermont.org, 802-434-2167

About the Museum

The Birds of Vermont Museum is a private non-profit that teaches about birds through lifelike woodcarvings and outdoor experiences. We feature over 500 birds representing over 250 species. The carving exhibits include Vermont's nesting species in natural habitats as well as North America's endangered and extinct species. The Museum is surrounded by a 100-acre mostly forested bird sanctuary/nature preserve, with a bird feeding area, pond, bird blind and treehouse.