

Lucy Burns Museum Intern Role

The Lucy Burns Museum, a project of the Workhouse Arts Foundation, is looking for interns to assist with research and collections management projects for 2022. Lucy Burns Interns report to the Director, Lucy Burns Museum. The ideal candidate for this internship: 1) is interested in gaining hands-on research and collections management experience in a developing museum; 2) possesses a keen attention for detail, organization, and commitment to high-quality work; and 3) is passionate about supporting historical scholarship.

A competitive candidate is a creative thinker and confident communicator who eagerly anticipates needs, is resourceful, and takes initiative to propose strong solutions and resolve questions.

Typical responsibilities include, but are not limited to:

- Assist with day-to-day collections management activities.
- Conducts historical research using databases, primary source documents and other approved sources.
- Produce content for digital and printed publications.
- Assist with development of future programming and exhibitions based on historical scholarship and Lucy Burns Museum mission.
- Engage with museum visitors during open hours (Friday-Sunday).
- Work with Lucy Burns Museum Director to develop training materials for Museum volunteers and docents.

The position is for up to 40 hours/month performed onsite at Workhouse Arts Center in Lorton, VA.

Must have

- Knowledge of conducting historical research and producing written materials based on research. Knowledge of using online databases, primary sources and conducting research in archives and libraries.
- Previous experience producing high-quality work in a professional setting.
- Experience with Microsoft Office Suite.
- Excellent writing, communication, and interpersonal skills.
- High attention to detail.
- Creative, flexible attitude with a knack for problem-solving.

Nice to have

- Previous experience with PastPerfect.
- Previous knowledge of handling and cataloging historical artifacts.
- Knowledge of Lorton Prison history, criminal justice history and suffrage history.

If interested, please contact registrar@workhousearts.org with a copy of your resume with references and a one-page cover letter expressing your interest in the position. Additional work samples may be requested.



About Workhouse Arts Center

The Workhouse Arts Center (WAC), a project of the Workhouse Arts Foundation, is one of the nation's largest and most innovative adaptive reuse arts centers, providing high-quality, interactive, multidisciplinary arts experiences for 100,000+ visitors annually at our 55-acre campus. Founded in 2001 to transform the abandoned District of Columbia's Correctional Facility into a cultural center, WAC offers a broad array of free and affordably priced arts experiences including: multidisciplinary workshops, artist studios, galleries, and exhibitions, year-round education, and outreach programs, performing arts presentations and productions, community events, the Lucy Burns Museum, and our Military in the Arts Initiative.

Diversity, Equity, and Inclusion

We firmly believe that a dynamic community arts organization reflects the robust diversity of the region that it serves, and the art forms it supports. At WAC, we strive to infuse equity, diversity, inclusion, and access at the core of our programs and initiatives so that individuals from all backgrounds can find artistic opportunity on our campus. We prioritize creating and maintaining professional, educational, and creative environments that are welcoming, representative, and inclusive, and we are committed to meeting these ends through collective and inclusive action. It is through these efforts that WAC can successfully drive authentic, sustainable, and accessible community impact through the arts.