



History & Education Internship

The American Battlefield Trust, the nation's premier battlefield land preservation organization, offers paid part-time internships to students interested in history and conservation. Internships are on-site at least 1-2 days per week in our Washington, D.C., office, with a telework option for the remainder of the work week. Interns are expected to work 20-29 hours per week. Internships are initially slated for 3-4 months but successful candidates may be able to arrange for varied tenures. While we strive to accommodate the schedules of qualified candidates, the selection process is competitive and organizational staffing needs are consideration criteria.

Education Department Intern responsibilities will consist of, but are not limited to, the following:

- Writing and editing web articles and pages
- Creating web pages
- Editing photos and videos for web deployment
- Research of member ancestor history and genealogy
- Support department special events
- Support department initiatives such as the Field Trip Fund, Traveling Trunk, and Generations programs
- Performing photo and historical research when project needs arise
- Supporting the History & Education team with simple administrative tasks

Qualified candidates will be/have:

- a commitment to the mission of the American Battlefield Trust and a genuine interest in history and preservation
- enrolled in a college-level history, political science, or secondary education program
- self-motivated, detail-oriented individuals with superior written, verbal and organizational skills
- excellent computer skills with experience using Microsoft Office
- The ability to work independently and with coworkers on collaborative projects
- The ability to work well under pressure and with deadlines

Staff members will contact those candidates we select for interviews. As part of the selection process, candidates may be asked to participate in an interview, either in-person or over videoconference/phone. We regret that due to the volume of submissions, we may not be able to respond personally to all applicants. No calls, please.

Application packages should contain a cover letter, resume and two writing samples (no more than five pages; excerpts welcome). Please submit applications to eduinterns@battlefields.org with "History & Education Internship" in the subject line.

The American Battlefield Trust is an Equal Employment Opportunity employer.