



Exhibition Design Intern

POSITION OVERVIEW:

The Exhibition Design Intern will work under the supervision of the exhibition designer and the assistant director of exhibition production to develop 2D and 3D design solutions for the 9/11 Memorial Museum. The internship will provide the student the opportunity to develop practical skills in a museum environment, interact with a variety of museum professionals, receive routine and instructive feedback, and learn firsthand how content developers, curators, researchers, media producers, and project managers create, sustain, and evaluate exhibitions.

ESSENTIAL FUNCTIONS

The exhibitions department oversees content development, design, installation, and media production for the museum's 110,000-square foot physical exhibitions as well as online exhibition features. The Exhibition Design Intern will actively engage in exhibition design and production efforts through the following activities:

- Conceptualize, visualize, and execute exhibition designs considering artifact display, cases, environmental graphics, color, materials, labels, and lighting
- Create floorplans and elevations of exhibition spaces
- Lay out and prepare graphic labels for print
- Specify how artifacts are arranged within cases and document with case layout drawings
- Maintain lighting design in existing exhibitions
- Organize and store design files
- Participate in other exhibition and project management duties as required

GENERAL QUALIFICATIONS:

- Currently enrolled as an undergraduate or graduate student and must have completed first year of undergraduate education
- Excellent written and oral communication skills
- Demonstrated research skills and organizational skills
- Familiarity with relevant computer programs, including Microsoft Office suite
- As appropriate, ability to deal with difficult and sensitive materials related to events of September 11, 2001

GENERAL INFORMATION:

- This will be a 10-week Summer Internship/Externship Program beginning on June 4 and ending on August 10.
- An intern must have availability weekly throughout the summer during regular business hours of 9:00 a.m. to 5:00 p.m.

HOW TO APPLY:

- Include title of internship/externship in the email subject field.
- Please state the location where job posting was seen.
- Send cover letter and resume by **04/13/2018** to careers@911memorial.org
- Please visit our web site at www.911memorial.org.

Note: *Individuals participating in an internship position are not disqualified from, but are not entitled to, a position with the National September 11 Memorial Museum during or upon completion of their internship.*

The National September 11 Memorial & Museum at the World Trade Center Foundation, Inc. is committed to workforce diversity. EEO.