Position Title: Guest Entry
Preferred Start Date: May 21, 2019
Duration: At least until August 9, 2019
Days required per week: 2-3
Hours required per day: 7.5

Position Information

Intern will be tasked with researching, creating and leading summer programming in the Union Square Park, as it relates to our All Aboard exhibit. Additionally, assist with the programming and execution of our Superheroes Boot Camp Day. Intern will work with Guest Services Manager and Education Director to finalize all activities.

Intern MUST be able to commit to the following work days; June 14, June 15, July 12 and August 9.

Knowledge, Skills, and Abilities

Specific requirements include the ability to:
• Research and develop train activities for children 4 to 8 years of age.
• Lead small group activities with minimal supervision.
• Ability to research and write proposals of activities.
• Provides “laughter learning” and engagement of young children.

To Apply

Submit a complete internship package by mail or email including the following:
• Completed and signed Internship Application Form
• Resume
• 2 Letters of Recommendation
• College transcript (a photocopy is acceptable)
• Letter of interest stating reasons for wanting to be an intern at the ALPLM, including:
  • Personal goals
  • Expectations of intern experience
  • How the internship relates to career plans
  • What he/she believes they can contribute to the Museum and/or Library
  • Special interests and abilities
• If doing this for university credit, supply school requirements and advisor’s name and contact information

Mail or email your completed application package to:
Abigail Cline
Education Coordinator
Abraham Lincoln Presidential Library and Museum
112 North Sixth Street
Springfield, IL 62701
Abigail.Cline@illinois.gov