



# ADVANCED CULTURAL HERITAGE INTERNSHIP

## Summer 2024

### ELIGIBILITY

Open to anyone age 18 or older. This position is designed for a college or graduate student.

### SCHEDULE

Begins around June 1 and runs eight weeks. The start date is negotiable. This is a 40 hour a week position.

### PAY

The intern will receive \$17 an hour. A housing and/or travel stipend may be available.

### APPLICATION

Applications accepted until 4:00 pm, March 15, 2024.

Apply Online:

<https://alutiiqmuseum.org/opportunity>



Supported by a grant from the Exxon Valdez Oil Spill Trustee Council to the CORaL Network.

### CONTACT

Molly Odell, Director of Archaeology  
molly@alutiiqmuseum.org  
844-425-8844, x114

### SPEND YOUR SUMMER WITH ALUTIIQ HISTORY

Join Alutiiq Museum professionals to study the Alutiiq world. We are hiring an advanced summer intern to work with our research team.



#### FIELDWORK

Participate in an archaeological survey and assist with reporting the results.



#### COLLECTIONS CARE

Clean, inventory, pack, move, and store artifacts.



#### OUTREACH

Share Alutiiq heritage with visitors to the Ancestors' Memorial and at local camps and events.



#### LEARN

Explore Alutiiq history and careers in heritage preservation.

Alutiiq Museum & Archaeological Repository – 215 Mission Road, #101, Kodiak, AK 99615  
Celebrating heritage through living culture.

## ADVANCED CULTURAL HERITAGE INTERN

Alutiiq Museum Job Description



<b>CLASSIFICATION</b>	Temporary, Hourly, Full time
<b>WAGE</b>	\$17 per hour
<b>REPORTS TO</b>	Director of Archaeology & Special Projects
<b>SUPERVISES</b>	None

### SUMMARY OF RESPONSIBILITIES

The Advanced Cultural Heritage Intern will assist Alutiiq Museum staff members with meeting the museum's mission of preserving and sharing the heritage and living culture of the Alutiiq/Sugpiaq people. This internship will focus on collections care, archaeological research, and public outreach but will also include a wide range of museum experiences. This opportunity is designed to assist a college student, graduate student, or aspiring/early career professional in advancing their career in museum studies, archaeology, heritage resource management, or a related field. It is funded by a grant from the *Exxon Valdez* Oil Spill Trustee Council through the CORaL (Community Oriented Restoration and Learning) Network.

Preference will be given to applicants living in, from, or with ties to the *Exxon Valdez* Oil Spill-affected region (Kodiak, Prince William Sound, Lower Cook Inlet, Pacific side of the Alaska Peninsula), although applicants living in or from other parts of Alaska will be considered.

This internship will start at the end of May or the beginning of June. The duration is flexible and may last two to eight weeks depending on the candidate's availability. Housing and travel assistance may be available for applicants from outside the City of Kodiak.

### ESSENTIAL POSITION FUNCTIONS

- Assists with moving and storing museum collections (ancestral artifacts, ethnographic objects, modern art, archives, etc.). Learn object handling and storing techniques.
- Participates in remote archaeological fieldwork (survey), as a field assistant. Learns archaeological field methods and helps museum staff to locate, study, document, and protect sites
- Participates in processing and archiving field documentation including cataloging photos, completing archaeological site forms, and drafting maps
- Participates in processing artifacts and samples—cleaning, cataloging, documenting, and housing
- Participates in archaeological report development including writing , creating tables and graphics
- Travels and assists with teaching cultural activities at youth summer camps
- Acts as a museum docent at the Ancestors' Memorial Park, answering questions, sharing museum resources, leading Alutiiq games, etc.
- Participates in collections care projects that improve the care and documentation of existing collections (photo catalogs, scanning, inventorying, building storage boxes, etc.).
- Participates in staff meetings, public outreach, and special events as requested
- Completes other duties as assigned

### REQUIRED EXPERIENCE AND EDUCATION

This position requires previous training in archaeological field methods or field methods for a related social or natural science. Previous experience working or recreating in outdoor and/or remote settings is preferred. College or graduate-level coursework in archaeology, anthropology, or a related field is preferred. Aspiring or early career professionals in archaeology, heritage resource management, or a related field will also be considered. Applicants must be at least 18 years old by the start of the internship.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Must have a pleasant, courteous, and professional attitude and presence.
- Must be prompt, hardworking, and able to follow directions carefully.
- Must be willing to work outdoors in challenging conditions, fly in small aircraft, ride in a small boat, and adapt to a changing work environment.
- Must be able to work respectfully with others, collaborate to complete tasks, and constructively resolve conflicts.
- Must adhere to appropriate standards of conduct and ethics, including confidentiality, integrity, and honesty.

**PHYSICAL DEMANDS**

- Must be able to lift, push, pull, or physically maneuver a minimum of 50 pounds on a frequent and regular basis.
- Requires the ability to hike off-trails in remote settings for short distances and climb in and out of a small boat or aircraft.

**ACKNOWLEDGEMENT**

This job description is not an exhaustive list of the intern's duties. The Executive Director reserves the right to alter job duties or responsibilities at any time as needed. This job description does not constitute a written or implied contract of employment.