Wake Forest Historical Museum
African American History and Genealogy Internship - Remote

Application Deadline
Friday, January 15, 2021

Project Summary
The Wake Forest Historical Museum is hiring a Wake Forest University student intern to assist museum staff with research related to the Slavery, Race, and Memory Project during the spring 2021 semester. Under the mentorship of museum professionals, the intern will conduct research to identify and learn more about African Americans connected to Wake Forest University’s original campus between 1820 and 1930. This project will support the development of future courses and exhibits at the Wake Forest Historical Museum and provide a resource for community members interested in family history and genealogical research.

Position Details
The intern will be expected to work remotely for ten hours per week at $15 per hour for a minimum of 12 weeks starting as early as February 1st. Applicants must be enrolled as an undergraduate or graduate student at Wake Forest University during the spring 2021 semester. The intern will report to Sarah Soleim, Manager of Community and Academic Learning at the Wake Forest Historical Museum. This internship is funded by WFU’s Slavery, Race, and Memory Project.

Internship Responsibilities & Learning Goals
The intern will primarily investigate digitized archival records, manuscript collections, and newspapers and create biographical research files to aid and be built upon by future researchers and educators. In addition, the intern will write at least two blog posts reflecting on their research and participate in a community conversation about their research process and findings. Although the intern will work remotely, they will be expected to participate in regular video meetings with museum staff. This internship provides an opportunity for a student to develop their historical research and interpretation skills, writing and public speaking abilities, and understanding of American history, especially the experiences of African Americans in nineteenth- and early-twentieth-century North Carolina.

Skills and Qualifications
- Availability to work 10 hours per week scheduled between Monday and Friday.
- Ability to work remotely and collaboratively with museum staff, stakeholders, and archivists/reference librarians. Access to a computer and reliable internet.
- Strong organization skills and experience organizing similar research projects. Excellent attention to detail.
- Sense of curiosity and creativity. Ability to approach problems from multiple perspectives. Demonstrated analytical and problem-solving skills.
• Experience writing for diverse audiences and speaking publicly, particularly in non-academic settings.

• Demonstrated knowledge of African American studies, genealogical research, or family history preferred. Familiarity with Ancestry.com.

• Experience or willingness to practice reading historical documents, especially nineteenth-century handwriting.

• Currently enrolled student at Wake Forest University. Preference will be given to rising juniors, seniors, and graduate students studying the humanities or social sciences.

Application Details

To apply for this internship opportunity please send a statement of interest, unofficial transcript, and resume to soleims@wfu.edu. In your letter of interest, please explain why this position interests you and describe your experience with African American studies, genealogical research, and/or family history. **All applications should be received on or before Friday, January 15, 2021.** Successful applicants will be contacted to schedule a virtual interview.

If you have questions about this internship opportunity, please email Sarah Soleim, Manager of Community and Academic Learning, Wake Forest Historical Musuem, at soleims@wfu.edu.