



Tennessee Department of Agriculture

Tennessee Agricultural Museum Internship

The Tennessee Department of Agriculture, Tennessee Agricultural Museum is seeking a curatorial intern for the Summer of 2024 (May 20, 2024 – August 9, 2024). Internship dates are flexible for the chosen candidate's schedule. This position is assigned to the Tennessee Agricultural Museum and is responsible for assisting with a wide range of projects and assignments relating to the public history of rural Tennessee.

Location:

Ellington Agricultural Center
Tennessee Agricultural Museum
404 Hogan Road, Nashville TN 37220

Examples of job duties include:

Curatorial & Collections Duties

- Under direct supervision of the Tennessee Agricultural Museum Curator assist with evaluating, interpreting, accessioning, and storing museum artifacts. The chosen candidate will learn and uphold best practices for the handling of material culture.
- Assist the museum curator with maintaining collection accession records through the use of Past Perfect Software.

Marketing and social media:

- Work directly under the direction of the Tennessee Agricultural Museum curator to create weekly social media content and meet strategic social media engagement goals. This content should highlight Tennessee rural history, the museum's artifact collection, and summer outreach events hosted by the Tennessee Agricultural Museum

Community Outreach:

- The selected candidate will be responsible in assisting with the Tennessee Agricultural Museum's summer festival "Farm Fun Day".
- The selected candidate will be responsible for assisting in the set up and tear down of the event and leading an educational component during the festival.

Museum Operations:

- The selected candidate will assist the museum staff with the daily operations of the site by greeting and engaging with visitors while being stationed near the front entrance

Other job duties may be assigned as needed.

Education:

- High School Diploma
- Currently seeking a degree in History, Education, Communications or Related field of study

Essential Knowledge and Required Skills:

- The ability to work on individual projects with efficiency
- Excellent written and oral communication skills
- A background in agriculture is preferred but not required.

Working Conditions:

- Office environment with the possibility of some field work.
- The chosen candidate must handle and move different types of artifacts within the museum according to appropriate museum practices. They must also exercise good judgment to ensure the safety of artifacts and personnel. Conducts research about topics concerning Tennessee history, art, and culture as appropriate for museum projects. Stores artifacts according to appropriate museum practices using archival packing materials. Handles and moves a variety of exhibit furniture and casework, related to both in-house and traveling exhibits. Transports artifacts to locations outside of the facility according to museum standards for safety and security.
- This internship is designed to fit within the current CDC and State of Tennessee Covid-19 guidelines.

Comments:

- This is a paid internship
- Professional conduct and attire are required.
- All participants in the Tennessee Department of Agriculture's Internship program are required to create a presentation to executive staff detailing their experience with the internship. This presentation shall be presented at the end of the internship term
- For more information on The Oscar Farris Agricultural Museum please go to:
<https://www.tn.gov/agmuseum>

How to Apply:

To apply for this internship opportunity, please send the following documents to Jamye.Freeman@tn.gov :

- Resume
- Letter of intent
- Most recent transcripts
- 2 professional letters of recommendations
- DD214 (Veteran Candidates only)

ALL APPLICATIONS MUST BE SUBMITTED BY MARCH 15, 2024

Other Information:

- The State of Tennessee and the Tennessee Department of Agriculture is an Equal Opportunity Employer. Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy. The State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veterans status, or any other category protected by state of and/or federal civil rights laws.