

HISTORIC PRESERVATION INTERNSHIPS

Sponsored by the National Park Service
and the National Council for Preservation Education

Summer 2007 Positions Available

The National Council for Preservation Education (NCPE), in partnership with the National Park Service (NPS), offers paid internships in Federal cultural resource program offices and in National Parks, to graduate and undergraduate senior students in academic programs in historic preservation and allied fields such as history, archeology, architecture, and museum studies. Positions will be available this summer at the National Park Service, the Department of the Interior, and the US Naval Academy, in Washington, DC and across the country.

APPLICATION DEADLINE: February 16, 2007

Applications and instructions for applying are available at the following Web sites:

NPS: www.cr.nps.gov/hps/tps/hpit_p.htm

NCPE: www.preservenet.cornell.edu/employ.html

See the following pages for a listing of positions, and check the Web sites for updates on New positions.

**National Council for Preservation Education
2007 Summer Internships with the
National Park Service, the Department of the Interior
& the US Naval Academy**

The National Park Service, the Department of the Interior and the US Naval Academy will offer internships during the Summer of 2007. Internships are for ten (10) weeks, at forty (40) hours per week and in Washington, D.C. except where noted. Stipends are issued based on a rate of twelve dollars per hour. The exact starting dates will be determined on a case-by-case basis. For all internships, computer and word processing skills are desirable.

To speed processing of your request and give you a faster review of your application, please scan your materials electronically and email them as a **single** Adobe Acrobat (.pdf) file containing both signed application and transcripts to Michael Tomlan at Cornell University (email: mat4@cornell.edu). If electronic submission is not possible, all application materials should be mailed to the National Council for Preservation Education, Attention: Michael A. Tomlan, 210 West Sibley Hall, Cornell University, Ithaca, New York, 14853-6701. Applications must be received no later than **February 16, 2007**. Please indicate by number the internship(s) in which you are interested.

Please be aware that, unless otherwise noted, **interns are responsible for travel to and housing at the internship location**. This should be kept in mind particularly for those internships in the West. In some cases the supervising office may be able to assist in locating housing but it is ultimately up to the individual accepting the internship to find accommodations.

Also be aware that, due to new Government-wide security requirements, a background check will be required for any position which involves access to Government computers, if you are chosen for that position. This will include providing information about recent housing and employment history. The position supervisor will have more information on requirements and procedures at the time of hiring.

National Park Service Internships

1700. Internship with the Archeology Program, Departmental Consulting Archeologist: Works with the Archeology program as a research assistant on small research projects, organizing and cataloging office records and archives, databases, resource protection, and related projects. May assist in developing materials for archeology training and researching and developing educational materials for archeology outreach. May work on aspects of Web development, including links verification and technical editing (400 hours).

1701. Internship with the National Capital Region, Cultural Landscape Program: Works with and assists historical landscape architects, landscape historians, archeologists and other preservation professionals to complete various Cultural Landscape Inventories and other ongoing cultural landscape projects associated with different National Park sites in the Washington, DC, metropolitan area. The internship involves researching the landscape history of a historic property; site visits and field work to document the existing conditions with photographs and maps; analyzing the landscape features; and entering the information into a database. A working knowledge of MS Word and some experience with ArcView and/or CAD is beneficial. Opportunity for all preservation fields with an interest in the study of historic landscapes (vernacular, designed and ethnographic) (400 hours).

1702. Internship with the National Capital Region, Historic Architecture Program (Architectural Historian): Works as a member of the historic structures survey and condition assessment team. Responsible for field investigations and research of historic structures; building documentation in writing and with digital photographs; and entering the collected information into a web-based national computerized database. Focus will be on resources at Chesapeake and Ohio Canal National Historic Park and the George Washington Memorial Parkway. Opportunity for advanced student or recent graduate in architectural history, historic preservation or related field. For more information on the position contact Susan Long at 202-619-7273 (400 hours).

1703. Internship with the National Capital Region, Historic Architecture Program (Architectural Historian): Works as a member of the cultural resources team to inventory and organize all holdings in the Regional Cultural Resources Library and create a searchable computerized database of the holdings. May also assist in field work to inventory historic resources of National Park units in NCR. Opportunity for advanced student or recent graduate in architectural history, historic preservation or

related field. For more information on the position contact Susan Long at 202-619-7273 (400 hours).

1704/1705. Internship with the Museum Resource Center: Assists with collections management activities at the Center. Duties involve working with history, natural history, archeology, architectural, and archival collections. Work may include inventorying, cataloging, managing databases, storing, photographic, packing and unpacking, and moving, the over 5 million artifacts and specimens that are housed at the Center. Interns will work with professionals in the museum and cultural history fields, as well as other specialists who are visiting the Center, gaining valuable knowledge to help them determine their career field. Located in Landover, MD (400 hours).

1706/1707. Internship with the Historic Preservation Training Center (HPTC): Assists Senior Historical Architect (registered architect) in on-going historic preservation projects at local area National Park Units. Duties may include field inspection, documentation (measured drawings and photography), historic fabric investigation and condition assessments on a variety of historic structures; responsibility for preparation of Condition Assessment Reports; and, time permitting, working with HPTC project crews to monitor/observe on-going preservation treatments. Applicants (architecture students preferred) should be familiar with historic construction methodology and historic preservation philosophy. Experience with field documentation, architectural drawing/ graphics and design skills are a bonus – please articulate in your application. This internship may qualify for AIAStudent/ NCARB IDP credits. Applicant should be willing to travel throughout the metro Washington DC area (MD, VA, WV, DC) and possibly further. For more information about this summer's projects contact Senior Historical Architect Tom Vitanza, RA, AIA at 301/663-8206 x135 or tom_vitanza@nps.gov after January 22, 2007. Located at, or near, HPTC headquarters, the historic Gambrill House, Monocacy National Battlefield, Frederick, MD (400 - 480 hours).

1708/1709. Internship with the Historic Preservation Training Center, Masonry Division (Masonry Helper): Assists with one or more ongoing preservation projects including the conservation of the sandstone cenotaphs at the historic Congressional Cemetery in Washington, DC. Duties will vary from day to day but will involve assisting masonry craftspeople in executing highly skilled tasks as well as independently performing apprentice-level skilled assignments, during the implementation of traditional and contemporary building preservation, masonry repairs and maintenance. Work will include on-the-job crafts skills training in the use

of various masonry tools, equipment and materials. Most work will be performed outside in a wide variety of differing weather and site conditions and will require physical effort such as climbing, stooping, bending, lifting building materials up to 80 lbs, working on uneven terrain and/or at elevated heights in excess of six feet. Applicants should have a good grounding in historic construction methodology and building fabric identification; knowledge of the Secretary of the Interior's Standards for Preservation; and strong hand skills, sound safety ethics and general awareness of construction sites. Applicants should be willing and prepared to work locally or may be required to travel for upwards of 4 weeks at a time during this internship. The current HPTC work schedule is four 10-hour days, 7:00 a.m. to 5:30 p.m. Monday – Thursday. This is an excellent opportunity for students currently studying Historic Preservation, Building Conservation, Masonry, Architectural Stone Carving or related fields. For more information on the position contact Chris Robinson 301-663-8206 ext. 115. Located at, or near, HPTC headquarters, the historic Gambrill House, Monocacy National Battlefield, Frederick, MD (440 hours).

1710. Internship with Cuyahoga Valley National Park: Assists with inventory and management of archival and museum collections under the direction of the park collections manager. May also assist other park staff (historical architect and historical landscape architect) with preparation of Historic Structure Reports and National Register documentation (Nominations, Continuation Sheets, and Determinations of Eligibility and Ineligibility) for structures and/or landscapes at Cuyahoga Valley National Park, between Cleveland and Akron in northeastern Ohio. Strong archival, computer, writing, and historical research skills are essential. Familiarity with the National Register, vernacular architecture, and agriculture is preferred. Housing and transportation will be the intern's responsibility; park housing may be available at Cuyahoga Valley, but is not guaranteed. Located at Cuyahoga Valley National Park, OH (400 hours).

1711. Internship with the Southeast Regional Office, Cultural Landscapes Program: Works with historical landscape architects to add Southeast Region cultural landscapes to the web-based Cultural Landscapes Inventory. Duties include data entry from existing documentation (primarily recently completed Cultural Landscape Reports) and/or completion of new inventories through research, documentation, and written analysis of National Register eligibility. May include travel to one or more NPS units for field documentation. Strong computer, research, and writing skills are essential; knowledge of the National Register process, landscape architecture and cultural landscapes preferred. AutoCad, GIS, or other graphic experience helpful. Housing

will be the intern's responsibility. Public transportation to regional office is available. Located in Atlanta, GA (400 hours).

1712. Internship with Everglades National Park (Archives Technician): Assists with cataloging archives and museum objects from Big Cypress National Preserve and Everglades National Park. Will provide training for Automated National Catalog System (ANCS+) for cataloging collections. Duties include processing, cataloging, and re-housing museum archives to meet professional museum storage standards. Archives management or museum studies background preferred but attention to detail and a willingness to learn also important. Will help with locating housing. Located in Homestead, FL (400 hours).

1713. Internship with Everglades National Park (Archives Technician): Assists with cataloging archives and museum objects from Biscayne and Everglades National Parks. Will provide training for Automated National Catalog System (ANCS+) for cataloging collections. Duties include processing, cataloging, and re-housing museum archives to meet professional museum storage standards. Archives management or museum studies background preferred but attention to detail and a willingness to learn also important. Will help with locating housing. Located in Homestead, FL (400 hours).

1714. Internship with Everglades National Park (Museum Technician): Assists with cataloging museum objects and archives from Big Cypress National Preserve, De Soto National Memorial, and Biscayne, Dry Tortugas and Everglades National Parks. Will provide training for Automated National Catalog System (ANCS+) for cataloging collections. Duties include processing, cataloging, and re-housing museum cataloging to meet professional museum storage standards. Museum studies or archives management background preferred but attention to detail and a willingness to learn also important. Will help with locating housing. Located in Homestead, FL (400 hours).

1715. Internship with Everglades National Park (Archives Technician): Works with the Museum Curator to organize, arrange, re-house, preserve, catalog in the Automated National Catalog System (ANCS+), produce a finding aid for and provide access to museum archives from five south Florida park units. Will provide training in ANCS+ for cataloging collections. Duties also include evaluating and improving the environmental conditions and preservation of the collection. Museum studies or archives management background preferred, but attention to detail also important. Own transportation required. Will help with locating housing. Located in Homestead, FL (800 hours).

1716. Internship with Everglades National Park (Archives Technician): Assists with cataloging archives and museum objects from Everglades National Park. Will provide training for Automated National Catalog System (ANCS+) for cataloging collections. Duties include processing, cataloging, and re-housing museum archives to meet professional museum storage standards. Archives management or museum studies background preferred but attention to detail and a willingness to learn also important. Will help with locating housing. Located in Homestead, FL (400 hours).

1717. Internship with the Midwest Regional Office Historic Inventory Program: Assists the Regional Office Inventory Coordinator and inventory staff. Duties will include organizing, arranging, re-housing, preserving, and producing a finding aid for and providing access to List of Classified Structures (LCS) and Cultural Landscapes Inventory (CLI) Program records and resource documentation: correspondence, reports, field notes, black-and-white photographic prints and negatives, maps, etc. Intern also will update a file plan/finding aid for current LCS/CLI files and label folders as necessary, and may digitize inventory images for inclusion in the EmbARK image collection database and do limited research. Strong organizational skills and familiarity with fundamental archival theories and methodologies necessary. Housing and transportation will be the intern's responsibility. Located in Omaha, NE (400 hours).

1718/1719. Internship with the Midwest Regional Office Cultural Landscapes Inventory (CLI) and List of Classified Structures (LCS) Program: Working with historical landscape architects and architectural historian, researches, evaluates, and enters data (including scanning images) into a word processing program and then into the CLI and LCS databases. Other duties may involve assisting with research and preparation of National Register documentation (Determinations of Eligibility and Ineligibility) for sites located within the National Park Service Midwest Region, including some evaluation of historic structures, and re-drafting of hand drawn site maps to produce quality scans. Strong computer, research, and writing skills and knowledge of the National Register process and vernacular/cultural landscapes/historic structures are essential. Familiarity with National Register form is helpful. Slight possibility of limited travel to a Midwest National Park to assist with the documentation of a cultural landscape and/or historic structure. Cost for this travel will be paid by the NPS. Housing and transportation will be the intern's responsibility. Located in Omaha, NE (400 hours).

1720. Internship with the Midwest Regional Office External Cultural Resources Program: Working with an enthusiastic National Register Programs staff, the intern

will assist in historic research projects related to National Historic Landmarks (NHL); participate in NHL site visits to assess impacts and conditions; assist in planning and undertaking of an NHL workshop; and review HABS/HAER documentation. Intern will work with some independence following initial orientation. Knowledge of the National Register nomination process, strong organizational skills and interest in historic properties desirable. Housing and transportation will be the intern's responsibility. Located in Omaha, NE (400 hours).

1721. Internship with Grand Canyon National Park, Vanishing Treasures and Historic Architecture Programs: Work will be evenly divided between these two programs. Assists in researching the park's architectural/archeological sites and in writing site archeological work histories, for the park's ruins preservation plan. Research will include record searches, database entry and queries, and field condition assessments at remote backcountry architectural sites in the park. Applicants should have strong backcountry skills. Also assists the Historical Architect and Preservation Specialist with ongoing historic architecture projects, including Historic Structure Reports, National Register documentation, photo-documenting rehabilitations, researching building histories, and maintaining building files. An archeological or preservation background and knowledge of the Section 106 process; strong computer, research, and writing skills; and familiarity with historic architecture and cultural landscapes will be useful. Excellent opportunity to gain an in-depth understanding of NPS cultural resources programs, architectural documentation standards, condition assessments and preservation treatments, as well as preservation planning and management. Housing and travel are the responsibility of the intern. Located at Grand Canyon National Park, AZ (400 hours).

1722. Internship with Grand Teton National Park, Western Center for Historic Preservation: Assists historic preservation specialists and cultural resource specialists with research and fieldwork on park historic architecture. Work may include both office and field duties depending on the skills of the intern and work plans for this year's projects. Activities may include one or all of the following administrative duties: technical writing, database information collection, onsite investigation, architectural research and drafting work. AutoCAD skills, working knowledge of MS software applications, digital photography, construction skills and/or backcountry outdoor skills are a plus. Internship will include exposure to hands-on preservation fieldwork on vernacular log structures located at 7,000' elevation. Assistance with finding housing will be provided, but will be the responsibility of the intern. Located in Moose, WY, approximately 10 miles from Jackson Hole (480 Hrs).

1723. Internship with Yosemite National Park, Archeology Program: Assists with archeological field and limited laboratory work in support of archeological inventory projects. Intern will gain expertise in archeological survey: conducting systematic transects, identifying archeological material, and using topographic maps and compasses. Interns will learn to document surface archeological remains through detailed mapping and photography, geographic positioning using Global Positioning System equipment, and description of archeological materials. Laboratory work will include entering site information into database systems and electronic site forms. Work will occur in middle and high elevations of the Sierra Nevada. Intern should expect to hike long distances over rough terrain at high elevation and with heavy packs. Applicants should be in excellent physical condition, possess background and skills in archeological method and theory, and understand basic field techniques of archeological resource documentation. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (480 hours).

1724. Internship with Yosemite National Park, Heritage Structures Preservation Team and Cultural Resources Division: Assists park preservation team with fieldwork on National Register structures. Position is geared toward hands-on treatment of historic structures and preservation practices as they apply to the carpentry and masonry trades, and will involve working with park preservation specialists on this year's preservation projects to develop hands-on techniques in historic fabric repair and conservation, on structures ranging from vernacular log cabins to rustic and Victorian architecture. Work may include both office and fieldwork depending on intern's skills and the planning requirements of the preservation program, and may also include one or all of the following administrative duties: technical writing and developing treatment plans; historic structures database information collection; research; drafting architectural plans; and onsite investigation work. Construction skills, AutoCAD skills, computer skills and/or backcountry outdoor skills are a plus. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (400 hours).

1725. Internship with Yosemite National Park, Branch of History, Architecture and Landscapes (HAL): Assists Historical Architect, Historical Landscape Architect and Park Historian with inventory, documenting, and evaluating National Register structures, cultural landscapes, and historic park studies. Intern will work in both office and field, depending on skills and ongoing projects undertaken by the HAL program. Work may include measuring and photographing historic buildings, researching and documenting cultural landscapes, information collection and database entry, historic research, drafting architectural plans, onsite investigation work, and crossover duties

with the park's Heritage Preservation Team for hands-on preservation work. Useful knowledge and skills include an architecture/landscape architecture background, AutoCAD, geographic positioning using Global Positioning System equipment and ArcView, solid training in historic preservation, and construction skills. Applicants should be in excellent physical condition, may expect to work at elevations between 2,000' and 8,000', and should expect to hike long distances over rough terrain with day packs and equipment. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (400-480 hours).

1729/1730. Internship with the Harry S Truman National Historic Site: Assists with a variety of tasks related to photography of museum artifacts for the site. Duties will involve working with the National Park Service Automated National Catalog System (ANCS+) museum collection database and with site-specific artifacts, reports and procedures, as well as with NPS collections management policies, photographic standards, and park documents such as the Scope of Collection Statement. Intern will develop experience working with photographic collections including organizing, labeling and creation of finding aids, and with standard 35mm SLR camera equipment in a studio setting, as well as assisting with routine curatorial functions including but not limited to museum housekeeping and environmental monitoring. Intern must have experience in artifact handling and will be responsible for evaluating museum objects before moving and photographing them. Intern will work independently on some tasks after initial orientation and training. Opportunities will be provided for additional supervised learning experiences related to museum collections care and management. Housing and transportation will be the intern's responsibility. Located at the Harry S Truman NHS park headquarters in Independence, MO (480 hours).

Department of the Interior Museum Program Internships

1726. Internship with the Interior Museum Program, DOI Office of the Secretary (Curatorial Assistant): Assists with projects of the DOI Interior Museum Program (IMP) and the Interagency Federal Collections Alliance (IFCA). Activities will be diverse and will vary depending on changing priorities of the IMP. They will likely include supporting maintenance of IMP webpages, facilitating IMP training courses, maintaining files of the IMP, IFCA, and the Department of the Interior Heritage Assets Partnership. There will be opportunities for interaction with museum staffs of all Department of the Interior bureaus and of IFCA agencies (400 hours).

US Naval Academy Internships

1727. Internship with the US Naval Academy: Assists the Public Works Department Planning and Projects Development Branch (PPDB) of the Naval Facilities Engineering Command Washington, located at the Academy, with development and creation of a website featuring historic resources. Working with one of the largest and most significant historic inventories in the US Navy, intern will be responsible for “cradle to grave” development in accordance with Navy guidelines for web page development. This is a unique opportunity to craft a webpage focusing on historic resources, integrated into a military organization with consideration of security concerns, where a combination of innovation and straightforwardness will be key to a successful project. Intern may be required to give short briefings on progress and deliver a final presentation to unit Civilian and Military Commanders before website is approved for activation. Intern will report to the Community Planner in charge of cultural resources management but will work in a highly independent environment and also interact with the Academy’s IT unit. Computer skills with MS Office will be required as well as demonstrated skill with Frontpage, graphics ability and capability to utilize both the Internet and archival resources for research. Three references required. Located at the US Naval Academy in Annapolis, MD (400 hours).

1728. Internship with the US Naval Academy: Assists the Public Works Department Planning and Projects Development Branch (PPDB) of the Naval Facilities Engineering Command Washington, located at the Academy, with a GIS development project growing out of new branch responsibilities. Duties include assisting GIS supervisor with compiling data and layers on recorded historic properties and archeological overlays based on information already available internal to the PWD. Intern may be required to give short PowerPoint briefings to unit Civilian and Military Commanders on project. Computer skills with MS Office will be required, as well as historic preservation experience and complete understanding of the National Register of Historic Places, proven experience with mapping and drawing programs (GIS & AutoCAD), and strong written and oral communication skills. Solid experience in archeological fieldwork with knowledge of facilities, architectural, and engineering concepts is essential; experience with Federal Section 106 process is a plus. Three references required. Located at the US Naval Academy in Annapolis, MD (400 hours).