**Digital Asset Internship Description**

<table>
<thead>
<tr>
<th>Position Title:</th>
<th>Digital Asset Intern</th>
<th>Position Duration:</th>
<th>Fall 2021 (starting in September 2021)</th>
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</thead>
<tbody>
<tr>
<td>Reports to:</td>
<td>Amy Fulkerson, MA, Chief Curator; and Stephanie Prichard, MA, Registrar; Leslie Ochoa, MA, Director of Collections</td>
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<td>Location:</td>
<td>Witte Museum, San Antonio, Texas (onsite)</td>
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### About the Witte:

The Witte Museum is where Nature, Science and Culture meet. Through the lens of Texas Deep Time, the Witte explores the histories of millions of years ago, thousands of years ago and hundreds of years ago. Themes of land, sky, and water weave through the museum and enliven the Witte’s educational offerings. Only at the Witte can visitors see the dinosaurs that roamed along the shallow seas that would become Texas, understand the People of the Pecos and other hunter-gathering societies, travel through courageous and contentious histories, and see the value of land stewardship through the abundant flora and fauna on the expansive lands of Texas. The Witte Museum inspires people to shape the future of Texas through relevant and transformative experiences in nature, science and culture. [www.wittemuseum.org](http://www.wittemuseum.org)

### Internship Summary:

This internship will provide a hands-on professional experience working with a history-based collection. The intern will research and digitize a sub-collection within the San Antonio History Photography Collection, and then create a video production to be shared through the digital initiative Witte Where You Are. The final project will be a comprehensive content story based on the museum’s mission for distribution via social media under the Witte Where You Are digital initiative.

### Summary of Responsibilities:

- Identify sub-collection within the San Antonio History Photography Collection to work with to provide a focused story or content.
- Research items within that sub-collection, completing a full catalog record for each item.
- Create a preservation and an access digital asset for each item.
- Draft script and/or storyboard for Witte Where You Are segment.
- Produce Witte Where You Are segment (if time allows).

### Required Qualifications:

- Enrolled in an undergraduate or graduate degree program in museum studies, history, public history, anthropology, or related field.
- Interested in or has an understanding of museum best practices and standards.
- Excellent verbal and written communication skills.
- Exhibit attention to detail, precision with execution of work, and critical thinking skills.
- Ability to work independently or collaboratively with others.

| Hours per week: | 10 – 20 / week or 120 hours total | Compensation: | Nonpaid (for course credit) or Partner Funded Paid |

### How to Apply

Interested parties should complete the Internship Application on the Witte Museum website ([https://www.wittemuseum.org/intern-application/](https://www.wittemuseum.org/intern-application/)) and include a cover letter which includes how one’s interest, skills, and experience combined qualify one for the internship and how the internship fits into your academic and/or career goals along with a resume by August 1, 2021.