Paleontology Internship Description

Position Title: Paleontology Intern  
Position Duration: Fall 2021 (starting in September)

Reports to: Thomas Adams, PhD, Curator and/or Leslie Ochoa, MA, Director of Collections
Location: Witte Museum Repository, San Antonio, Texas

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

Internship Summary:
This internship will provide hands-on and eyes-on experience with curatorial work and collection management for a museum collection. Under the supervision of the Curator and the Director of Collections, the intern will assist with a grant-funded project to improve stewardship through rehousing, curation, and enhanced collections management of the museum’s Paleontology Collection.

Summary of Responsibilities:
- Unpack Paleontological specimens, identify, and condition report.
- Determine any conservation or cleaning needs, under guidance of supervisors.
- Capture catalogue information as well as digital images of each specimen.
- Update object records in the collections management database Re:Discovery Proficio.
- Rehouse each specimen in custom solution and store in designated location.

Required Qualifications:
- Enrolled in an undergraduate or graduate degree program in museum studies, earth science, paleontology, geology, 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: 15-20/week  
Tues – Wed – Thurs only
Compensation: Nonpaid (for course credit) or Paid

How to Apply
Interested parties should complete the Internship Application on the Witte Museum website (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.