



# Archaeology Internship Description

<b>Position Title:</b>	Archaeology Intern	<b>Position Duration:</b>	Spring 2022 (starting in January)
<b>Reports to:</b>	Leslie Ochoa, MA, Director of Collections		
<b>Location:</b>	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 promotes lifelong learning through innovative exhibitions, programs and collections in natural history, science and South Texas heritage. [www.wittemuseum.org](http://www.wittemuseum.org)

## Internship Summary:

This internship will provide the interested party with a hands-on and eyes-on experience with collection care and management of Archaeological materials, a part of the Anthropology Collection at the Witte Museum. Under the supervision of the Director of Collections, the intern will accession and process a recent acquisition into the Archaeology Collection utilizing the collection management database, Re:Discovery Proficio, creating records to document the items and ensuring the best level of care for the collection.

## Summary of Responsibilities:

- Analyze recent acquisition of Eagle Bluff material.
- Review and utilize information provided with collection.
- Create new database records in Re:Discovery Proficio database to capture site, context and artifact information.
- Capture digital images of each specimen.

## Required Qualifications:

- Enrolled in an undergraduate or graduate degree program in museum studies, history, archaeology, 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.
- Understanding of collections management databases, particularly Re:Discovery Proficio.

<b>Hours per week:</b>	15-20/week Tues – Wed – Thurs only	<b>Compensation:</b>	Nonpaid (for course credit)
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## 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 December 1, 2021.

