Texas History Internship Description

Position Title:	Texas History Intern	**Position Duration:**	Fall 2026 (Sept-Dec 2026)
Reports to:	Leslie Ochoa, MA, Vice President of Collections; Matt Markgraf, Collections Associate		
Location:	Witte Museum Repository (San Antonio, Texas 78219)		

About the Witte:

The Witte Museum, where Nature, Science and Culture meet inspires people to shape the future of Texas through relevant and transformative experiences in nature, science and culture. 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; learn about the first people who lived in what is now Texas; experience courageous and contentious Texas history, and see the value of land stewardship through the abundant flora and fauna on the expansive lands of Texas. www.wittemuseum.org

Internship Summary:

This internship will provide hands-on and eyes-on experience with collection management and rehousing of the Witte's Texas History Collection. Under the supervision of the Vice President of Collections and the Witte's Collections Team, the intern will assist with a grant-funded project to improve collection stewardship through rehousing, cataloguing, and assessment. The intern will be someone who understands Texas or American history and/or material culture and wishes to gain insight into collections management work within a museum setting.

Summary of Responsibilities:

- Create storage solutions and mounts for Texas History artifacts, under guidance of supervisors.
- Unpack Texas History artifacts, identify, and assess condition.
- Capture catalogue information as well as digital images of each object.
- Determine any conservation or cleaning needs, under guidance of supervisors.
- Update object records in the collections management database Re:Discovery Proficio.

Required Qualifications:

- Enrolled in an undergraduate or graduate degree program at an accredited institution in museum studies, history, anthropology, or related field.
- Excellent verbal and written communication skills.
- Exhibit attention to detail, precision in execution of work, and critical thinking skills.
- Ability to work independently or collaboratively with others.
- Interested in or understands museum best practices and standards.
- Understanding of collection management databases, particularly Re:Discovery Proficio.

Hours per week:	**15-20 hours/week Tues-Wed-Thurs only**	**Compensation:**	**Nonpaid (course credit only)**

How to Apply:

Interested parties should complete the Internship Application on the Witte Museum website (https://www.wittemuseum.org/about/internships/) and include a resume and a cover letter which connects how one's interest, skills, and experience qualify one for the internship and how the internship fits into your academic and/or career goals **by August 14, 2026**.