Internship Opportunities

Placement
Intern positions are available at our CrossRoads campus and with the Breneman-Turner Mill Preservation Committee. Applicants are matched to specific jobs on the basis of their background, skills, and interests as well as the needs of the organization.

Opportunities for interns
Intern positions are available in the following areas: Communications, Museum Management and Educational Programs. Each position is designed to provide information on and to sharpen professional and organizational skills. Interns will be expected to work 10 – 15 hours per week depending upon the hours required by your educational institution. Education majors who need field placement hours may also work with our field trip programs in the spring and fall.

What will you be doing?
Here are some possibilities, depending on the area in which you work:

- Assisting our volunteer guides as they provide interpretive tours for visitors and learn to conduct tours on your own
- Conducting research and planning for short-term exhibits
- Conducting outreach and promotional efforts to churches and community groups
- Interviewing pastors and creating a framework for tours for church membership classes
- Responding to inquiries about CrossRoads
- Assisting with event organization and student field trips
- Helping with mass mailings, phone calls and general office duties
- Developing and maintaining a social media calendar
- Assisting with writing for publications and advertising

What Does VBMHC Provide?

Training and Supervision
We will provide orientation and ongoing training in the responsibilities of your position and general office procedures. Additional orientation includes the history of Brethren and Mennonite groups in the Valley and an overview of our current programs and events.

Compensation
Internships at VBMHC are non-stipend positions. We will pay expenses that you incur for any travel outside of commuting to and from our campus.

Academic credit
Many colleges and universities will award credit for internships. Please let us know right away if you need help arranging for credit.

How can I apply?
Internship and Field Trip Volunteer applications can be obtained by visiting our website at www.vbmhc.org or by emailing jdaggett@vbmhc.org.