Internship in Performing Arts, Curatorial and Research Assistant

The intern in this position will have direct access to the Ransom Center’s performing arts collections, and collaborate with the Curator for Theater and Performing Arts on several projects that will increase the visibility of and access to these collections. The intern will also assist the Research Associate in Visual Materials on responding to external research queries and facilitating classroom set-ups.

Learning Outcomes:

Interns will –

- Develop skills in curatorship and public services as a professional within a library-archive-museum environment.
- Conduct research in an archive and develop advanced research techniques.
- Safely handle rare books, manuscripts, photographs, and other collection materials.
- Gain a deep understanding of performing arts history and practice through the center’s collections.

Possible tasks/responsibilities:

- Assist in research and planning for a future exhibition and publications on McCarthyism and the American Theatre
- Develop public research guides for popular research topics in performing arts
- Create rough descriptions of uncatalogued collections to provide a sense of collection contents
- Identifying performing arts materials in larger general collections
- Developing social media content calendars for performing arts
- Responding to research queries
- Planning and assisting with visiting class set-ups

Preferred Qualifications:

- Strong research and communication skills
- An interest in performing arts and performance history
- Ability to collaborate on large projects as well as independently
- Attention to detail
- Time management and commitment to keeping a regular work schedule
- A strong interest in performing arts and working directly with primary source materials
- The ability to lift and move boxes of 25 lbs or less.

Example Career Fields: Graduate programs in humanities, Curatorial positions in archives or museums, Teaching, Historians, Librarians, Museum professionals, Archivists