



HARRY RANSOM  
CENTER

The University of Texas at Austin

# Internship in Performing Arts, Curatorial Assistant

The intern in this position will have direct access to the Ransom Center's performing arts collections, and collaborate with the Curator for Theatre and Performing Arts on several projects that will increase the visibility of and access to these collections.

## Learning Outcomes:

Interns will –

- Develop skills in curatorship and archival practices 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:

- Coordinate communications and access related to the Theatre 2020 Project, the Center's collection focused on performance during the pandemic
- Assist in research and planning for future exhibitions
- Develop public research guides for popular research topics in performing arts
- Create rough descriptions of uncatalogued collections to provide a sense of collection contents
- Grow social media content calendars for performing arts
- Collaborate with other departments to promote performing arts collections and news

## 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