

Internship Opportunity  
Education Office  
Harpers Ferry National Historical Park

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The National Park Service is an Equal Opportunity employer. Selection for this volunteer position will be made solely based on merit, fitness, and qualifications without regard to race, sex, color, creed, age, marital status, national origin, sexual orientation, non-disqualifying handicap conditions, or any other non-merit factors.

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**POSITION:** Education Internship. Please note this is a volunteer position with stipend and housing provided.

May 31 – August 18, 2012	(12 weeks Summer)	5 intern students – <b>Last day to apply: March 1</b>
August 26 – Nov. 17, 2012	(12 week Fall)	5 intern students – <b>Last day to apply: July 15</b>
[Summer 2013	Spring, Summer	Probably Nov. 1, 2012]

**STIPEND:** \$100.00 per week for a 40 hour

**HOUSING:** Dorm housing provided at no cost.

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**For more information:** [www.nps.gov/hafe](http://www.nps.gov/hafe)

Lesley Johnson (304) 535-6293 [Lesley\\_Johnson@nps.gov](mailto:Lesley_Johnson@nps.gov)

Or the Volunteer Program Coordinator (304) 535-5017

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**Reasonable accommodation:** This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency at (304) 535-6283. The decision on granting reasonable accommodation will be on a case-by-case basis.

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**Pay, Benefits and Work Schedule:** This is a volunteer position not to exceed 600 hours or one full semester of internship work. Work schedule will be full-time during the semester. Schedule will be

Monday through Friday, but subject to occasional changes in the work schedule that might include working weekends or evenings.

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**Conditions of Employment:** Incumbent is required to wear the NPS Volunteer uniform shirt or historic period costume. The work often requires prolonged periods of standing, sitting, or walking. The incumbent must frequently traverse uneven terrain, which can involve walks/hikes with considerable change in elevation. Lifting moderately heavy objects may be required. Work is performed both indoors and outdoors. Periods of inconvenience can be experienced when working in historical costume.

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**Statement of Duties:** This internship is in the Office of Education with the Division of Interpretation and Cultural Resource Management. Primary duties are to: prepare, develop and deliver education programs that interpret the park's significant history stories to students K – 12th grade; utilize current methods, learning theories, and national education standards and curriculum guidelines in program deliver and conduct research to insure accurate and relevant programming. Responsibilities include: development and presentation of any on- and off-site curriculum based education activities and tours as needed; development and fabrication of pre, on-site and post visit instructional materials; assistance with on-site logistical arrangements; assistance with planning and development of program curriculum offerings; design and application of evaluation tools, grant writing and reporting, staffing of 19th century historical furnished and modern exhibits; assistance with special school events and activities; maintenance of education materials and prop collection; and presenting informal historic and resource research and interpretation.

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**Terms of Internships:** \$100/week, approximately 40 hours/week; uniforms provided and historic period clothing available; dormitories include shared quarters, kitchens and baths; dorms are located in one of the historic homes in the village of Harpers Ferry and within short walking distance to the duty station. Vehicle transportation is recommended but not necessary.

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**Relocation Expenses:** Travel, transportation, and relocation expenses will not be paid by the Agency. Any travel, transportation, and relocation expenses associated with reporting to duty in this position will be the responsibility of the selected student.

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**Qualifications Required:** To qualify, applicants must have completed or be currently enrolled in an 4 year or above course of college study leading to a bachelor's or master's degree with major study in

education, American history/studies, government/public policy, science, museum education, or public speaking/communications or a related degree that included or was supplemented by at least 15 semester hours in education, American history studies, science, or public speaking/communications. Education must have been obtained from an accredited college or university. Candidates interested in the field of non-traditional teaching and public history are encouraged to apply.

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**How to Apply:** Applicants need to submit a cover letter with a resume describing their work history and experience along with three references including contact information. The cover letter should also answer if you require housing, why you want to intern here, what your objectives are, what particular type of work you like to do, and any other hopes and expectations. Finally, please include whether the internship is for school credit, what the requirements are, and your advisor's name and contact information. Send all materials by mail, fax, or e-mail to:

Lesley Johnson

Harpers Ferry National Historical Park

PO Box 65

Harpers Ferry, WV 25425

Fax # No. (304)535-5084

Email: [Lesley\\_Johnson@nps.gov](mailto:Lesley_Johnson@nps.gov)

**Company Description:** Harpers Ferry National Historical Park is located at the confluence of the Potomac and Shenandoah rivers in the states of West Virginia, Maryland and Virginia. The park consists of approximately 3,600 acres with 65 park structures. Within the park are also located the Harpers Ferry Interpretive Design Center and Mather Employee Development Center. The park is currently involved in a continuing rehabilitation and restoration program. The park's interpretive services educate the public on five cultural/natural resource topics. The Interpretation and Cultural Resource Management program is continually under evaluation to meet ongoing complex challenges to park resources and issues. The park's history and nationally significant themes include: Industrial history/ arms manufacturing, John Brown's 1859 Raid/1861-1865 Civil War military and civilian history, African American history/Storer College/Niagara Movement, transportation development, Natural history and the developing American experience.