

## REGIONAL INTERNSHIP AND STAFF PLACEMENT PROGRAM 2012

### Application

(Please print clearly. Attach additional information if required)

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Name

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Address

Postcode

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Telephone

Fax

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Email

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Cultural organisation

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1. Please indicate the area/s of museum work you are interested in and how an internship would benefit you.

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2. The program offers a variety of internship experiences, such as specific training, observation of museum practices, assistance with a special project, mentoring and/or staff exchange. Please indicate which of these segments best suit your needs. You may apply for any or all of the opportunities.

To assist with our planning please indicate (tick) the areas of most interest to you.

**1. Collection management** (3 day course – March 2012 TBC)

- Archives management
- Collection digitisation
- Collection research and documentation
- Conservation, registration and storage

**2. Interpretation and exhibition development** (3 day course – May 2012 TBC)

- Education and public programming
- Exhibition design and interpretation
- Digital technology and social media
- Writing for exhibitions, eg labels, signage and marketing

**3. Project based Internship** — (timing and location to be negotiated on an individual basis)

- Education and public programs
  - Exhibition development
  - Major event development and marketing
  - Original historic photographic collections
  - Contemporary collecting
  - Digital technologies/social media
  - Volunteer management
  - Other, please specify
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3. If you have ticked **Project-based Internship** (above) please give more information about your project. Would you prefer to undertake the internship locally (in your museum or workplace) with assistance from a visiting Powerhouse staff member or with a placement at the Powerhouse Museum in Sydney?

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4. How long would you like to spend in total as an intern (maximum 20 days) and when would you prefer to attend? If possible indicate more than one time period that would suit you.

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5. Do you require financial assistance? Yes  No   
A grant of up to \$750 per week (or \$150 per day) may be provided to assist with travel and accommodation costs. If you require financial assistance, please indicate the amount and the purpose (accommodation, airfare, fuel etc).

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6. Would your organisation's insurance cover you during the internship? Yes  No

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**Please attach a supporting statement from your supervisor/referee.**

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**Supervisor/referee**

Name  Position

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Signature  Date

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**Applicant**

Signature  Date

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Applicants are encouraged to contact the Regional Services Coordinator, Powerhouse Museum, to discuss their application. Tel 1800 882 092 or (02) 9217 0220 or email [regionalservices@phm.gov.au](mailto:regionalservices@phm.gov.au)

Completed application forms should be forwarded to Regional Services Coordinator, Powerhouse Museum, PO Box K346, Haymarket 1238 NSW, by **2 September 2011**.