

Regional Internship and Staff Placement Program 2010

As part of its commitment to regional programs and services, the Powerhouse Museum is offering a Regional Internship and Staff Placement Program during 2010. This program offers training and development opportunities for regional museum and gallery workers by providing access to the resources of a large cultural institution. Interns are able to enhance existing knowledge and acquire new skills, access the Museum's collection, receive assistance from a variety of museum specialists, form new professional networks and experience the workings of a large museum.

While it is usual for the intern to travel to the Powerhouse Museum, Powerhouse Discovery Centre or the Sydney Observatory to receive this training, it is also possible, if considered more effective, for the training to be delivered at the regional organisation via the placement of a Powerhouse Museum staff member on site.

Scope

The Regional Internship and Staff Placement Program offers museum and gallery workers opportunities in a range of museum disciplines including conservation, registration, curatorial, exhibition development and design, volunteer coordination and education and public programs. The Museum is also able to offer internships in marketing, media, commercial activities, membership and operational management.

The intern may elect to undertake a specific project within the host department or may prefer to observe the department's daily work practices, approaches and methodologies. It has been found that most interns prefer experiencing a number of areas. Applications are also encouraged from people who prefer to work on a particular project at their home organisation with the assistance of Museum staff (ie staff placement).

Duration and timeframe

Regional internships or staff placements will be offered for periods of up to four weeks, however, the applicant may elect separate placements of one or two weeks.

Flexibility exists within the program to negotiate variations to the program timeframe, for example:

- two separate shorter placements with a period back at your workplace to implement some of the new skills or knowledge acquired, or
- a short placement at the Powerhouse, to be followed by a return visit by Powerhouse Museum staff to your workplace (ie staff placement), or
- Museum staff to visit your home organisation and work with you on a particular project on site (ie staff placement).
- attending a Powerhouse Museum digital multi media workshop (Think Space <http://www.powerhousemuseum.com/soundhousevectorlab/>) can be included as part of the internship placement.

The timing of the placement/s will be negotiated taking the availability and commitments of the intern and Museum staff into account.

Eligibility

The program is available to people working in regional cultural institutions including museums, galleries, historical societies, community organisations, local councils and libraries. It is open to both paid and voluntary staff either full-time or part-time.

Applicants must reside in NSW and will need to secure the support of their own organisation to be eligible. Their organisation must be based in NSW also. Priority will be given to individuals or organisations not previously involved in the program. Preference will generally be given to geographically isolated or financially disadvantaged organisations and to applicants who demonstrate that they and their collection will derive the greatest benefits from the program. Applications are also encouraged from small groups of people working on projects who would benefit from a team approach to an internship.

Financial assistance

To assist with the expense of relocating to Sydney, the Powerhouse Museum will offer successful applicants a grant of up to \$750 per week to a maximum of \$3000 for a one-month placement, where financial assistance is needed. An acquittal of funds received to support the internship will be required at the conclusion of the internship.

Arrangements for travel and accommodation are the responsibility of the intern.

In the case of Powerhouse Museum staff participating in a staff placement (the conducting of the training at the applicant's home organisation), financial assistance will be directed to covering the costs of Powerhouse Museum staff.

The Powerhouse Museum will not be responsible for any salary costs of interns and during a staff placement the salary of the staff involved will continue to be paid by their own organisation. Interns must be fully covered by their own organisation's workers compensation and public liability insurance and provide a certificate of currency before undertaking the placement.

Program evaluation

At the completion of the internship, the Regional Services Coordinator and the staff member responsible for supervision of the intern will undertake an informal evaluation of the program in consultation with the intern. Factors such as program structure, type of internship, and the benefits to the intern, their institution and the Museum will be assessed to determine if modifications to the program are necessary. An acquittal of funds received will be part of this process.

Application deadline

Completed application forms should be returned to: Regional Services Coordinator, Powerhouse Museum, PO Box K346, Haymarket 1238 NSW, by 25 September 2009.

Enquiries

For further information about the program, contact Regional Services Coordinator, Powerhouse Museum, tel: 1800 882 092 or (02) 9217 0220 or email: regionalservices@phm.gov.au