

Regional Internship and Staff Exchange Program 2007

As part of its commitment to regional programs and services, the Powerhouse Museum is continuing its Regional Internship and Staff Exchange Program during 2007. This program was developed to offer 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. Staff exchanges are offered for paid museum staff, subject to the availability of Powerhouse Museum staff.

Scope

The Regional Internship and Staff Exchange Program offers museum and gallery workers opportunities in a range of museum disciplines including conservation, registration, curatorial, exhibition development and coordination, and education and visitor services.

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.

Applications are also encouraged from people who prefer to work on a particular project at their home organisation with the assistance of Museum staff.

Duration and timeframe

Regional internships will be offered for periods of up to four weeks, however, interns may elect to undertake 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, or
- Museum staff to visit your home organisation and work with you on a particular project on site.

The timing of the placement 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 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. 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.

It is preferred that interns be fully insured or covered by their own organisation's insurance, however, special arrangements may be provided for individuals without adequate insurance.

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. This grant may be used at the discretion of the intern to assist with travel, accommodation and daily expenses.

Arrangements for travel and accommodation are the responsibility of the intern, although advice can be provided on local and low-cost accommodation options.

In the case of Powerhouse Museum staff participating in a staff exchange or conducting the internship 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 exchange the salary of the staff involved will continue to be paid by their own organisation.

Program evaluation

At the completion of the internship, the Regional Services Coordinator and the department head 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.

Application deadline

Completed application forms should be returned to: Regional Services Coordinator, Powerhouse Museum, PO Box K346, Haymarket 1238 NSW, by 22 September 2006.

Enquiries

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