



**NATURAL HISTORY
MUSEUM OF UTAH**

Rio Tinto Center | The University of Utah

Position: Museum Education Resources Intern (Teaching Toolboxes)

Organization: Natural History Museum of Utah

Department: School Programs

Term: Fall 2015 (September - December 2015; flexible start date)

Start Date: September 2015

Time Requirements: 5 hours/week for 12 weeks

Salary: \$9.50/hour

Summary of Position:

The Museum Education Resources Intern will work closely with the department staff to inventory educational specimens and complete a wide variety of projects centered on informal education.

Essential Duties and Responsibilities:

- Collaborate with education staff to refine existing curriculum
- Assess quality and quantity of Museum resources available to teachers, including Museum specimens, lesson plans, science materials, etc.
- Develop materials and/or activities for the Teaching Toolbox program (more info. here: <https://nhmu.utah.edu/educators/teaching-toolboxes>)
- Develop materials and/or activities for teachers to use and administer to their students in their classroom
- Assist in other assigned projects and activities to support School Programs staff as needed

Basic Qualifications and Skills:

- University of Utah undergraduate student
- Interest in education and science
- Ability to work independently on assigned projects
- Ability to work collaboratively with Museum staff, school teachers, and K-12 students
- Must pass a criminal background check
- Proficient in Microsoft Office programs; familiarity with Adobe Photoshop and/or Illustrator a plus!

Please submit your resume along with a brief cover letter stating how your interests and experience align with this position to: ntoth@nhmu.utah.edu

**Be sure to include the name of the internship you're applying for in your cover letter.*

Application dead is Friday, September 4, 2015.

Questions? Contact Natalie Toth: ntoth@nhmu.utah.edu / 801.587.3536