Robert Frederick Smith
Summer 2023 Internships

Onsite at National Museum of African American History and Culture

TIME BASED MEDIA CONSERVATION (1 POSITION)
National Museum of African American History and Culture – Washington, DC

The National Museum of African American History and Culture is the only national museum devoted exclusively to the documentation of African American life, history, and culture. It was established by Act of Congress in 2003, following decades of efforts to promote and highlight the contributions of African Americans. To date, the Museum has collected more than 36,000 artifacts and nearly 100,000 individuals have become members. The Museum opened to the public on September 24, 2016, as the 19th museum of the Smithsonian Institution.

Position Description:
Contribute significantly to the creation, management, and distribution of the museum's analog digital moving image assets and gain a thorough understanding about the integration of digital assets into various Smithsonian databases. The selected intern will have the opportunity to enhance their digital skills, handling of various types of analog and digital physical items, digitization of moving image assets, build a professional network, and pursue mentorships within the Smithsonian Institution while gaining skills in myriad fields. At the conclusion of the program, the intern will have completed a variety of projects that will enrich their portfolios, resumes, and understanding of initiatives undertaken at the museum to further the Smithsonian's Digitization Strategic Plan.

Sample of Intern Duties:
- Train to use TMS (The Museum System) collection information system database
- Utilize museum cataloging standards to work on collection records
- Conduct research needed to create and enhance collection records
- Create collection inventories
- Train in object handling
- Inspect and assess analog and digital assets
- Digitize analog and physical assets
- Attend team meetings
- Research copyright of museum objects
- Write a collection story or blog post

Learning Outcomes:
- Working knowledge of how to use TMS (The Museum System) collection information system database
- Experience with collections information research and management
- Direct experience handling objects
- Become familiar with opensource command line tools such as vrecord and RAWCooked
- Become familiar with museum's digitization suite using Lasergraphics, ScanStation, and a variety of videotape recorders

- Become familiar with Disk Imaging software such as Kryoflux and BitCurator
- Become familiar with the Smithsonian Digital Asset Management System
- Digitization of analog and digital moving image assets
- Digital asset management skills
- Gain an overview of copyright law and permissible use
- Understand how to integrate digital assets into various computer systems

Prerequisites:
- Interest or background in African American history and cultural studies
- Prior experience in digitization is not required

Work Environment: The Time-Based Media Conservation Team is a highly collaborative, team-oriented group focused on the preservation and digitization of moving image objects to be made available for use by Museum staff and external partners. The applicant should have strong oral and written communication skills and be able to work well in a fast-paced environment in both group settings and on his or her own.

Tentative Schedule: June 5 – August 25, 2023

Eligibility: Must be authorized to work in the United States. NMAAHC can provide visa sponsorship for international applicants. To learn more about the process for requesting sponsorship click **here**.