



EMORY

MICHAEL C.
CARLOS
MUSEUM

2024 Mellon Internships at the Carlos Museum

Last name

First

Middle

Current address

Telephone number

Permanent address

E-mail address

College/University _____ Department _____

____ Undergraduate student

____ Graduate student

Please select the internship for which you are applying:

____ Mellon Internship/Educational Programs (summer 2024)

____ Mellon Internship/Curatorial (summer 2024)

____ Mellon Internship/Collections (fall 2024-spring 2025)

Please return this form, with a letter of interest stating which of the three projects you are applying for, a current curriculum vitae or resume, and one letter of recommendation, to:

Internships at the Carlos
c/o Katie Ericson, Ingram Director of Education
kericso@emory.edu

Application deadline: April 16, 2024

SAVE

Andrew W. Mellon Internships

Thanks to the generosity of the Andrew W. Mellon Foundation, the Michael C. Carlos Museum offers paid summer internships for Emory University undergraduate and graduate students. The internships are ten weeks in length, and students are paid a stipend of \$5,000 for 30 hours of work per week. The start and end dates for each internship will be mutually decided upon by intern and supervisor.

Summer 2024 projects:

A Mellon Intern in the department of Greek and Roman Art will work with the curator to update catalogue records for objects in the permanent collection, including updating identifications and writing publicly accessible catalogue descriptions for the museum's online collections database. A graduate student focusing on ancient Mediterranean material culture, or an advanced undergraduate majoring in Art History, is preferred. Knowledge of Latin and ancient Greek would be helpful but is not required.

This Mellon intern will work in the Office of Educational Programs developing resources for K-12 teachers, students, and homeschool families to use in conjunction with their visits to the museum. This intern will work closely with the Senior Manager for School and Volunteer Support Programs to design collections-based materials for classroom use including worksheets, hands-on activities, and lesson plans.

Fall 2024-spring 2025 project:

Please note this internship will be 8 to 10 hours during the fall 2024 and spring 2025 semesters.

The Collections Management Mellon intern will continue the work of prior interns aligning metadata for Carlos Museum collection records with structured vocabularies including the Getty Art and Architecture Thesaurus (AAT), the Getty Union List of Artist Names (ULAN), and Wikidata.org to make records more discoverable in searches of the Carlos Collections Online.

Prior experience in museum, library, or archives collections cataloging is appreciated, but not required.

The internship will begin with 2 days of in-person training at the Carlos Museum, with the option to work remotely thereafter.

Emory University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Georgia State laws, regulations, and executive orders regarding nondiscrimination and affirmative action in its programs and activities. Emory University does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status