



SUMMER 2020 INTERNSHIP ANNOUNCEMENT

Library Services - Conservation

Position Title: Library Services - Conservation

Preferred Start Date: June 2, 2020

Duration: June - August

Days required per week: 3 - 5

Hours required per day: 6.5 – 7.5

Position Information

Working under the direction of conservation staff, the intern will perform a variety of basic conservation treatments on historical books and paper materials. The intern may also learn how to collect and interpret environmental data, prepare and mount items for exhibit, and assist in preservation workshops and events. The scope of specific projects will be based on the intern's skill level, interests, academic requirements, and the schedule of activities and projects undertaken in the ALPLM Conservation Department during the internship period. All training will be provided.

Knowledge, Skills, and Abilities

The internship is appropriate for: college students, graduate students, and recent graduates with an interest in conservation and preservation of historical materials in library and museum collections. Students in and recent graduates of conservation training programs are encouraged to apply, as well as students desiring pre-program experience in conservation.

Related subject areas include archives/library science (with interests/specialization in preservation), museum studies (with emphasis on collection care), and fine arts (with interest in book and paper arts).

Preferred skills:

- 1) Must have manual dexterity; work is "hands-on" in nature.
- 2) Must follow detailed instructions and perform work in an accurate and careful manner.
- 3) Must appreciate the fragility and uniqueness of historical materials and handle them with care and respect.
- 4) Must be able to tolerate dust and mold associated with historical materials (and tolerate wearing a respirator/dust mask and other personal protective equipment, if required).
- 5) Must be willing to handle sharp tools and specialized equipment, learning how to use them safely.

To Apply

Submit a complete internship package by mail or email including the following:

- Completed and signed Internship Application Form
- Resume
- 2 Letters of Recommendation
- College transcript (a photocopy is acceptable)
- Letter of interest stating reasons for wanting to be an intern at the ALPLM, including:
 - Personal goals
 - Expectations of intern experience
 - How the internship relates to career plans
 - What he/she believes they can contribute to the Museum and/or Library
 - Special interests and abilities
 - Indicate interests in conservation treatment or preservation of historical materials
- If doing this for university credit, supply school requirements and advisor's name and contact information
- Any relevant experience/course work related to conservation and the preferred skills enumerated above

Mail or email your completed application package to:

Abigail Cline
Education Coordinator
ALPLM
112 North Sixth Street
Springfield, IL 62701

Abigail.Cline@illinois.gov