

ChicagoHistoryMuseum

Intern Project Description

Project Title: *Magic* exhibition Intern

Supervisor: Director of Education

This internship seeks candidates who are personable and outgoing individuals who enjoy interacting with the public. The successful candidate will work with a team of fellow interns to be the frontline staff for a temporary exhibition on magic (see below). Greeters will be responsible for welcoming visitors, directing visitors to the object theater and live performances, and answering questions specifically related to the Magic exhibition and in general for the museum. Greeters will also work closely with magicians scheduled for daily performances to identify performance space(s) and to organize audience. Position is designed to give the successful candidate an introduction to museum education, program design, and working with diverse audiences (youth, families, and adults).

About the Exhibition:

Opening in June 2012 and running through the summer The Chicago History Museum plans to feature a temporary exhibition that explores the history of magic in America with a focus on Chicago stories. The project is unique in its approach to combine an interactive artifact gallery with a 1,000 square foot object theater and live performances. The project has identified families as the target audience.

The three experiences will complement one another and reinforce key messages:

- Chicago's magic community has a rich history and is still vital today.
- The important role mentoring and apprenticeship plays for the young, emerging magician.
- Magic is a performing art and happens through the exchange between the magician and the audience.

[promotional copy]

Welcome to a one-of-a-kind experience with the history of magic! Witness live performances, experience an object theater, and examine artifacts of magic history. Find out how to become a magician. Explore how magicians learn the secrets of the craft. Discover the history of some of magic's oldest and most popular illusions. And see what happens when the tricks in the magic shop come to life!

Responsibilities:

- Welcome visitors to object theater, explaining the format and length of program.
- Direct visitors to other exhibition components.
- Assist visitors with gallery interactives when needed.
- Maintain costume dress-up area and facilitate participation when needed.
- Assist daily magician to identify appropriate performance space (in galleries and public spaces such as lobby, café, and museum stores).
- Organize and direct visitors to live performances.
- Assist Visitor Services staff in greeting youth groups and directing them to auditorium for the July performance series. Greet scheduled magician and provide introduction for performance.
- Support coordination and staffing of related magic programs for family and adult audiences, including, opening day, Second Saturday craft activities, and screening of films and documentaries.
- Prepare program materials
- Participate in audience study through exit interviews and distribution of visitor surveys. In-put survey results into data base
- Maintain daily attendance counts for object-theater and live performances.

Qualifications:

The candidate should have an interest in life-long learning and making history relevant to diverse audiences through innovative interpretative experiences and programs. The successful candidate needs to be

- Friendly, personable, and able to converse with children and adults
- Motivated and enjoy working in a high energy environment
- Willing to work independently and supportive of a team
- Strong interpersonal and organizational skills
- Ability to adapt to a variety of situations and to problem-solve
- Punctual and reliable

Applicant should be currently pursuing a bachelor's (having completed Junior year) or graduate degree in a related field, or have recently obtained a degree.

Final Product:

Intern will contribute to the implementation of the visitor experience for a temporary exhibition. Intern will gain experience in guest services, public relations, audience research, and staging and coordination of events.

Dates of Project: June, July, and August 2012

Time commitment: A minimum of 15 hours per week which will include a rotating schedule of weekends. Flexibility in schedule is desirable to assist with evening and weekend programs.

How to Apply

A completed application consists of the following:

- a completed application form (available online)
- a one-page personal statement describing your reasons for seeking an internship at CHM and what you hope to gain from the experience
- a resume outlining your educational, professional, and volunteer experiences
- Contact information for two references

Every effort is made to match the skills and interests of prospective interns with the needs and priorities of the department and the institution overall. The application materials will outline the specific qualifications requirements for individual projects. Applications are encouraged from African American, Asian American, Latino, and Native American applicants.