

## **Archaeological Collections Research Internship**

### Description of the Internship

With the assistance of Center staff, the intern will identify, design, and conduct an original research project that uses the Center's archaeological collections. The intern will formulate a plan for public dissemination of the project results as a journal publication, a museum exhibit, or a public class or lecture. During the course of the research and dissemination planning, the intern will receive training in research design, collections management, artifact analysis, exhibit design and production, and public education curriculum development as appropriate to the selected project.

### Objectives of the Internship

- *Identify* a significant research question that can be investigated through analysis of the Center's archaeological collections
- *Write* a research proposal, including a statement of the question to be investigated and sections on research background, materials and methods, expected results or hypotheses to be tested, references, and anticipated time line
- *Conduct* the proposed analyses and write a report describing the results, conclusions, and suggestions for further research
- *Develop* a plan for public dissemination of the research results as a journal paper, museum exhibit, or public class or lecture

### Internship Guidelines

- Supervisor: Research Director
- Record Keeping: The intern will prepare and maintain a project timeline with dates for completion of significant project milestones. This will be reviewed periodically by the supervisor. The intern will also maintain a record of hours worked on the project.
- Work Schedule: To be determined by the intern and supervisor. Generally, a minimum of 10 hours a week is necessary to maintain a satisfactory level of progress on a project. Minimum hours may be required for course credit as prescribed by the intern's academic institution.
- Evaluations: The intern will meet periodically with the supervisor to review progress. A final evaluation will be made by the supervisor at the end of the internship. The intern will be evaluated based on his or her reliability and ability to follow directions, synthesize data, use initiative, and complete project tasks in a timely manner. The report will be evaluated based on its organization, clarity, accuracy, thoroughness, and creativity.
- Other conditions: The intern is expected to comply with all requirements of collections policy, security, and public relations applicable to regular staff.

### Required Skills

- Ability to work effectively with Center personnel
- Computer skills (EXCEL, Word; GIS and/or Photoshop helpful)
- Ability to conduct library research
- Some knowledge of statistical methods
- Good writing skills
- Some knowledge of San Diego area prehistory and history is preferred
- Associate's or Bachelor's degree in archaeology, anthropology, history, ethnic studies, or related discipline, or currently enrolled in such a program