

## MUSEUM EDUCATOR INTERNSHIP

The Museum Educator Internship at the Museum of Ventura County offers valuable experience engaging local TK-12 students, teachers, and families in the art, culture, and history of Ventura County. As leaders in our school tour field trip program, Interns guide students through our diverse collections, fostering their curiosity and connection to the world. This immersive experience develops practical skills in museum education and working with teachers and students.

### Program Objectives

This internship is a paid 6 to 12-month professional learning experience that provides aspiring museum and education professionals with experience developing and implementing field trip experiences, lesson plans, online educational resources, and community engagement programs, and examines the power of museums in supporting TK-12 education.

### Anticipated Learning Outcomes

By the end of this internship, interns will be able to:

- Implement school tours for museum education based on best practices.
- Engage diverse audiences.
- Develop interactive museum experiences, lesson plans, online resources, and other materials for teachers, students, and families.
- Connect teachers, students, and families to museum content in relevant, engaging, and educational ways.
- Assess and address functional, administrative, and communication needs for museum education programs.

### Expected Responsibilities

During the internship, the intern should expect to:

- Assist with prep, set-up, and securing tour and field trip activity stations.
- Lead interactive school tours grounded in curricula designed to meet K-5 content standards.
- Design new interactive elements and educational materials (games, assignments, activities, etc.) for museum educators to incorporate into teacher professional development workshops and direct-to-student programming and resources.
- Prepare materials to be used in professional development workshops, events, and other programs conducted by the MVC Education & Engagement team.
- Creatively and collaboratively, with Education & Engagement staff and other Museum staff and stakeholders, develop concepts for new resources and programs for teachers and students.
- Assist with planning, preparation, set-up, implementation, and assessment of museum education programs, community engagement events, and educational exhibit interactives.

## Ideal Qualifications / Prerequisites

The ideal intern applicant is/has:

- In the process of obtaining an undergraduate or graduate degree in Museum Studies, Museum Education, Art History, History, Education or Arts Education, Anthropology, science/STEAM, or another related field.
- Experience in formal and informal education settings a plus, but not required.
- Available 8:30 am - 12 pm on Tuesday, Wednesday, and Thursday during the internship period.
- Willingness to work at both MVC locations (Santa Paula and Ventura)
- Be able to work both independently and in a collaborative environment.
- Be open to learning new topics and skills.
- Bilingual in English and Spanish, preferred.

## Audience

This internship is intended for 1-3 interns per session. The ideal candidate will remain in the program for the full 36 weeks.

## Timeline

This internship will take place during the academic year (Fall through Spring). This internship is expected to be part-time. The anticipated length of this internship is 36 weeks.

## Eligible for Academic Credit

Interns may receive program or course credit for this experience if approved by their educational institution. MVC does not itself award credit, but Museum staff may help coordinate requirements for credit with the educational institution. The prospective intern must take the initiative to prepare the paperwork and documents necessary for academic credit required by their educational institution.

## Requirements

Interested candidates must be enrolled in a degree granting program at the time of their internship and selected interns will need to provide a letter from their school verifying enrollment.

- Selected interns must submit to a full background check through Live Scan.

### The Application Process

Please submit the following to  
education@venturamuseum.org:

1. Letter of Interest
2. Current Resume

### For additional information or questions, please contact:

Loribeth Gregory-Beck  
Senior Education & Engagement Manager  
lgregory@venturamuseum.org  
T: 805-525-3100 ext. 104

**Museum of Ventura County:** Please familiarize yourself with our mission statement, previous and current exhibits and events, and our locations. <https://venturamuseum.org/>