



INTERNSHIP LEARNING PLAN-MFI 501c3 NON-PROFIT MUSEUM OF MOTHERHOOD

Internships: Museum of Motherhood

Supervisor Name: M. Joy Rose, Director

Location: 538 28th St. N. St. Pete in the Arts Enclave of Historic Kenwood

Job Title: Library Organization, Maintenance, and Digital Outreach

Purpose: The Museum of Motherhood seeks to actively enhance student's educational experiences, preparing them for real life situations and future employment. We are an exhibition and education center concerned with the evolution of family, which affects us all.

Duties and Responsibilities:

- Organize the museum's vast collection of books into a workable system
- Create a database for the library
- Use digital technology to share aspects of the museum collection
- Collect and edit select quotes and share via social media
- Research additional texts for inclusion in the library
- Encourage feedback from visitors and craft reports based on responses
- Draft correspondence between local institutions and the museum
- Create and implement social media posts

Learning Goals:

- Become familiar with the social, cultural, and public health issues families face
- Learn about mothers, fathers, and families from an interdisciplinary perspective
- Practice both written and oral job skills
- Learn about how to maintain an excel database
- Research and learn about library systems
- Practice organizational skills
- Gain experience in social media and online digital communication

Time Commitment: 5-20 hours per week

Requirements:

Students should be good at self-direction and eager to learn about non-profit systems organization. This internship would also be good for two or more individuals who want to work together on a project. We are not sure what will end up being the best library system? But, together we will research and figure it out. Books are currently in an excel database, organized according to author.