



Internship – Chronicle of African Americans in the Horse Industry

Supervisor: Karen Lanier, Digital Project Manager
Status: Paid Graduate Student Internship
Rate: \$15 per hour, paid as a contractor
Start/End Dates: Fall 2019, flexible with semester schedule



About the Kentucky Horse Park:

The Kentucky Horse Park (KHP) is a working horse farm, equine competition facility and an educational theme park. The Commonwealth of Kentucky acquired the property in 1972 for \$2.7 million and opened in 1978 as the world's only park dedicated to celebrating man's relationship with the horse. Over 800,000 visitors from all over the world come to the park annually. Visitors get to meet over 40 different breeds of horses on 1,200 acres of majestic bluegrass land, ride on a horse drawn trolley tours and attend shows at the Hall of Champions, Breeds Barn and Kids' Barns. Visitors can wind through the International Museum of the Horse and even watch a demonstration at the Farrier Shop.

About the International Museum of the Horse:

The International Museum of the Horse is a Smithsonian Affiliate Museum, which is committed to educating the general public, equestrian, and academic communities about the relationship between man and the horse throughout history and the world. The IMH is the largest and most comprehensive museum in the world dedicated to exploring the important history of all horses and their impact on human civilization. Through its ever-growing library and archives, it also serves as a resource for scholars and researchers throughout the world. See imh.org for more information.

Position Overview & Responsibilities:

The intern will assist the Digital Project Manager with development of a new digital history website, the Chronicle of African Americans in the Horse Industry. The goal of the Chronicle of African Americans in the Horse Industry is to create an online, interactive archive to house and display photos, documents, artifacts, and oral histories of African Americans who have worked, and continue to work in equine industries. Its users will be able to connect the past to the present. It is our intention to engage a diverse audience of people and communities to provide valuable input relating to the Chronicle. This will help us create a resource that is valued and useful. See www.imh.org/education/education-resources/chronicle.html for more information.

The primary responsibilities for the Fall 2019 internship will be collection, formatting, and preparation of digital files for the website. The candidate must work well in a collaborative environment, possess strong communication skills, and have qualified experience and education.

Additional opportunities may be possible to perform outreach to the community and other institutions to digitize materials for the website.

Requirements:

- Must be enrolled as a graduate student of a college or university
- Studies focused on African American Studies, Community and Leadership Development, Digital History, Media Studies, English or History, or similar field with GPA of 3.0 or above
- Enthusiasm for African American history essential

- Provide a letter of reference by a college advisor on the commitments required for the internship

Preferred Qualifications:

- Research, writing, and editing of historical information
- Excellent communication, computer, and interpersonal skills
- Experience with digital file formatting and document sharing systems
- Strong time-management, attention to detail, and organizational skills
- Experience in community engagement is beneficial

If Hired:

- Complete 280 hours over a 12 week period, approximately 24 hours per week
- Submit an IRS form W9
- Hold weekly meetings with KHP Internship Manager
- Record all internship hours using VicNet database
- Submit bi-weekly timesheets and invoices
- Complete a midterm and final survey and evaluation

Other Information:

- Work agreement will be handled as an independent contractor; no taxes will be withheld
- No housing, travel, or other stipends are provided

To Apply:

- Complete CAAHI application (<https://www.volgistics.com/ex/portal.dll/ap?ap=1741835034>) and [waiver](https://signnow.com/s/fBIXIpRO) (<https://signnow.com/s/fBIXIpRO>)
- Send cover letter, resume, recent work sample and letter of recommendation to annie.martin@ky.gov
- Attend an interview, orientation and tour

This project is made possible in part by the Institute of Museum and Library Services



For questions, please contact:
Annie Martin
Volunteer & Outreach Manager
(859) 259-4267