

Rakow Research Library Public Services Internship

Dive into the world of glass information and apply for our paid summer internship! Join our team of reference librarians as the public services intern and help connect everyone - from grade school students to studio artists to advanced scholars - with our multidisciplinary collections. Our collections span everything from chemistry to art to history and ranges from rare books and manuscripts to ebooks and streaming media. At our Library, you will work with top museum professionals, scientists, artists, and scholars in the field of glass. Shape your experience to reflect your academic areas of interest and career goals and pursue the skills that matter the most to you.

"My internship at the Rakow Library provided me with hands-on experience creating content, interacting with researchers and artists, and learning more about how a museum operates behind the scenes. With the support of enthusiastic and knowledgeable staff, I was able to fine-tune my existing skills while getting the chance to gain new skills in areas of leadership, social media, and library services. Because of my time at the Rakow, I feel more confident in my abilities as a professional and have gained invaluable experience that will benefit my future career in whatever industry I continue in." - Alaina McNeal, outreach intern, summer 2017

Learning opportunities

- Gain public service experience
- Learn how a specialized museum library works
- Gain experience in areas such as reference, instruction, outreach/communications, and assessment.

Potential learning tracks

The applicant should indicate which learning track they are most interested in.

Track One: Reference & Instruction:

Make researching glass a blast!

Help develop a program or project with the public services staff related to reference, instruction, or research tools. Develop rich, multimedia content for our [online knowledge base](#), create programming or virtual interactives for visitors and groups, develop [online research guides](#), or assess/evaluate public service functions.

Track Two: Outreach

Get social about glass!

Help plan and execute outreach programming and content marketing. Create a [blog series](#) or social media campaign; write for our donor newsletter; assess outreach campaigns; and plan and participate in Library events.

Track Three: Special Projects

Create your own glass adventure!

With the public services team, develop a project that addresses challenges for our Library. Reveal invisible collections. Plan a Wikipedia edit-a-thon. Capture glass history through our oral history program.

Work & Educational Requirements

- Currently enrolled in or recent graduates of a graduate-level academic program relevant to the internship track such as library science, communications, information studies, or history
- Strong organizational skills and attention to detail
- Excellent communication and time management skills
- Ability to work 30 hours a week for a minimum of 10 weeks
- Ability to work independently; ability to take direction; willingness to ask questions
- Ability to work in a Windows environment; proficiency with Microsoft Office applications
- Ability to lift 25 pounds and push a book cart

Benefits

- Stipend to assist with living expenses up to \$1,500 – depending on qualifications and experience
- 25% Discount in The Corning Museum of Glass Shops
- 25% Discount in The Corning Museum of Glass Café
- Free museum admission for you and guests during your internship
- Course credit through your institution when possible

To Apply

To apply, please submit a resume and cover letter, indicating your project interests to interns@cmog.org.

The Corning Museum of Glass is an equal opportunity employer.