

As a Nasher Intern working in “____,” expect to...

ACADEMIC INITIATIVES

- Be part of a department that serves as a liaison between the Nasher Museum and Duke University
- Research objects for the Academic Focus Gallery
- Assist in outreach toward and planning for class visits to the Nasher
- Manage and organize artifacts in the Teaching Collection
- Write descriptions for objects in the collection

BUSINESS + OPERATIONS

- Be part of a department that collects and organizes data to support institutional goals
- Assist in annual budget planning and financial reporting
- Track and reconcile expenses, ensuring appropriate spending of museum funding
- Learn about the grant process and funding, and corporate accounting (procedures, policies, and language)
- Work with different museum departments on projects
- Assist in institutional data collection for internal and external surveys

COMMUNICATIONS + MARKETING

- Be part of a department that develops advertising and marketing campaigns
- Help work with local and international media outlets to enhance the Nasher’s public profile
- Contribute to the Nasher’s social media channels, digital media content, and website
- Come up with ideas and strategies to reach new audiences
- Learn about designing posters, banners, and other graphics

CURATORIAL

- Be part of a department that organizes exhibitions and cares for objects in the collection
- Assist the curatorial team with research and planning for upcoming shows
- Learn about the steps involved in putting an exhibition together, as well as the day-to-day tasks of working in an academic museum

DEVELOPMENT

- Be part of a department charged with raising the money needed to keep the Nasher running
- Write regular updates and reports to donors
- Plan and attend activities and events to foster donor relationships
- Assist with museum’s membership programs, aimed at individuals and companies who pay an annual fee to enjoy special benefits from their support of the Nasher

EDUCATION

- Be part of a department that aims to make learning about enjoyable for all audiences
- Facilitate activities for the public at the Nasher, such as Free Family Days
- Research museum accessibility and diversity initiatives

REGISTRAR

- Be part of a department that helps keep track of objects in the collection through collections management software and data processing

- Make the collections database more efficient and usable through projects involving cleaning-up data, editing, adding information, etc.
- Write descriptions for objects in the collection