



The Forge Internship

Overview and Outcomes

Do you like designing, creating, working with a wide variety of tools? Are you someone who loves to engage with people and facilitate learning? Then join our amazing team of Museum interns!

Science, technology, engineering and math are at the heart of making things. The Museum's new permanent makerspace, *The Forge*, harnesses the power of the maker movement, celebrates innovation and encourages guests to roll up their sleeves to create. Part showroom and part workshop, The Forge both celebrates and demonstrates the process of design and fabrication.

Forge Interns will help guests take a deeper dive into a variety of subject matter, ranging from 45-minute pre-scheduled workshops up to 2 hour Open Making blocks. Interns will be responsible for co-facilitating deeper engagements in electronics, woodworking, design, and textiles (and other general making problems/projects guests may have). This position will require in-depth interactions with guests and the necessity (and willingness) to solve a plethora of problems/questions as they arise.

Opportunities for Professional development

- Assist with the daily operation and maintenance of The Forge, our all ages Makerspace.
- Assist with the daily operation of the Maker Challenge, our daily engineering and design challenge for all ages.
- Assist with the implementation of current and new activities in The Forge.
- Help develop maker challenges and age appropriate maker workshops for The Forge.
- Help develop and implement new un-facilitated activities for The Forge.
- Develop at least one cart activity to be used in the Westrock Gallery outside of The Forge workshop space.

Qualifications

- Must be 18 years or older
- Must participate in Forge safety training and machine certifications
- Must demonstrate proficiency in tool usage and communication of safety precautions
- Must be able to commit to a regular weekly schedule
- Must be willing to learn and try new things
- Prior informal teaching/facilitation experience preferred
- Ability to navigate a constantly changing and evolving environment and multi-disciplinary projects.
- Ability to lift wood, table vises, and other objects up to 25 lbs
- Tolerant of loud noises (e.g. saws, CNC router, exhibit full of guests sanding and hammering)

Commitment:

Internship time commitments are generally 20-30 hours per week for a period of 8-12 weeks. If you will be receiving school credit for your internship, your specific program will determine required hours and schedule. Interns must commit to participating in any/all training sessions associated with the position.

To apply:

Candidate must submit all of the following to be considered for an internship:

- Completed online application <https://www.volgistics.com/ex/portal.dll/ap?AP=1326533525>
- Cover letter
- Resume
- Two letters of reference

Documents can either be emailed to Sarah Farrow, Volunteer Coordinator sfarrow@smv.org or mailed to the address below:

Volunteer Coordinator
Science Museum of Virginia
2500 West Broad Street
Richmond, VA 23220

Name/Address of Internship Site:

The Science Museum of Virginia, 2500 West Broad Street, Richmond, VA 23220-2054