



LIBRARY OF VIRGINIA

Transforming The Future of Libraries and Archives: A Summer Internship Opportunity

Founded in 1823, the Library of Virginia (LVA) is the most comprehensive resource in the world for the study of Virginia history, culture, and government. Through funding provided by the Library of Virginia Foundation, we are pleased to offer several paid internship opportunities this summer to undergraduate college students from diverse backgrounds who are currently underrepresented in the library, archives, and public history fields. Student interns will gain valuable experience working alongside LVA staff on current projects while gaining insight into what happens behind the scenes to preserve and organize collections and to make them accessible to the public in exciting new ways. Interns will also have a chance to hone their research, writing, and presentation skills while working collaboratively as part of a professional team. They will have a chance to hear from Library staff and guest speakers about the myriad of career options that cultural heritage institutions offer and to develop professional experience that may help them as they continue on their educational journey.

Each intern will work 20 hours per week for a 10-week period, beginning June 2, 2025, and ending on August 8, 2025, and will receive a stipend of \$500 a week (\$25 per hour). The internships will involve both on site and virtual components.

Internship opportunity available this summer in the following area:

Public History, Programming, and Exhibitions Internship: In order to promote the Library's unparalleled holdings and Virginia's rich history, the Education and Outreach Department plans and presents numerous public programs and provides educational services for students, educators, history professionals, and the general public. Learn how public historians develop educational resources, plan, and deliver programs, create exhibitions, and more to make the Library's vast collections and Virginia history content widely accessible to the public. This summer's intern will contribute to one or more department projects depending on time and interest. These may include adding primary sources documents to educational resources that assists teachers in making history exciting and relevant to their students; research and writing original content for digital publication or blogs; assisting with ongoing research for exhibitions; or assist with ongoing research to support the Library's education website.

APPLICATION INSTRUCTIONS

To apply for a Transforming the Future of Libraries and Archives Summer Internship, please submit a one-page letter outlining your interest in the opportunity, along with information about your background, relevant skills and/or experience, and academic standing to [Education & Outreach Intern - Richmond, Virginia, United States](#) for position #LVAIN019. Applications must be received no later than March 21, 2025, to be considered.

In compliance with the Americans with Disabilities Act (ADA), if requested, reasonable accommodations will be provided to applicants in order to provide access to the application and/or interview process. If you require accommodations, please contact the Office of Human Resources at (804) 692-3582 or email humanresources@lva.virginia.gov.

The Library of Virginia is an equal opportunity employer and is committed to hiring a diverse and inclusive workforce that is reflective of the Commonwealth of Virginia. To be successful in this position, in addition to the qualifications listed, you will need to value working for an agency that fosters a diverse, open, inclusive, team-oriented work environment. All qualified applicants are afforded equal opportunities without regard to race, sex, color, national origin, religion, sexual orientation, gender identity, age, veteran status, political affiliation, genetics, or disability (except where physical requirements are a bona fide occupational qualification). Minorities are strongly encouraged to apply.

SPECIAL REQUIREMENTS

The Library of Virginia will record information from each new employee's Form I-9 (Employment Eligibility Verification) into the Federal E-Verify system to confirm identity and work authorization.

The selected candidate must successfully pass a criminal background check. A record of criminal history does not automatically bar an applicant from consideration.