Cemetery Operations - Cemetery Conservation Intern

Dates of Internship

Fall 2018 (10/1/18-12/31/18)

Supervisor

Tonja Walls-Davis

512-978-2320

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Tonja.Walls-Davis@austintexas.gov

Work schedule

20 hours, Flexible Mon-Fri 8-5

Is this Paid Internship?

Yes

Primary Project

* Assist Environmental Program Coordinator with the conservation of historic cemetery resources around the Oakwood Cemetery fence line
* Conduct research on historic cemetery materials and conservation treatments
* Conduct research related to cemetery spaces
* Answer phones, greet customers, and conduct research based on customer needs

Internship Goals

* Learn basic cemetery conservation skills
* Learn to complete conservation condition assessments, treatment plans, and treatment reports
* Learn to conduct primary source research relating to cemeteries
* Understand how municipal cemeteries operate

Qualifications

* Undergraduate or graduate student in Historic Preservation, Architecture, History, Art History, or a related field
* Interest in the preservation of historic cemeteries
* Advanced skills in archival research using databases and primary source material
* Experience interacting with customers and the public
* Experience in art/architectural conservation or sculpture preferred
* Ability to work outdoors and lift up to 30 lbs.

Additional Information

Please contact Intern Supervisor for an application packet and application deadlines.