

## **Education Intern**

Goodhue County Historical Society  
1166 Oak Street  
Red Wing, MN 55066

Position Type: Part-time (300 hours between February 5 and May 18)

Salary: \$3,000 for internship

Position Summary: Education Intern will assist the Education & Outreach Coordinator with the development of K-12 school programs. He/she will conduct primary and secondary research related to specific themes and help create lesson plans which meet Minnesota state standards. His/her work will allow the Goodhue County Historical Society to meet its mission and provide a diverse offering of topics to reach the students throughout the county.

The Education intern will work closely with professional museum staff and help develop innovative education programs. The programs may include the creation of pre- and post-visit materials, lesson plans, history trunk programs, and the revitalization of on-site tours for K-12 students. Ideal candidates will have an interest in museums and/or education as a career.

Reports to: Education & Outreach Coordinator

### Responsibilities:

- Conduct primary and secondary research related to the themes selected by the Education & Outreach Coordinator and the Teacher Advisory Panel
- Collaborate with the Education & Outreach Coordinator and the Teacher Advisory Panel to develop clear lesson plans which connect students to the resources available at the Goodhue County Historical Society - these lesson plans must meet Minnesota state standard
- Brainstorm school program ideas
- Participate in quarterly meetings with the Teacher Advisory Panel in Goodhue County
- Other duties as needed

### General Requirements

- Candidates must be proficient in research and writing
- Must have the ability to check in with the Education & Outreach Coordinator for progress updates every two weeks over the phone or in person
- Ideal candidates will be independent and self-starting
- Knowledge of Microsoft Office programs particularly Word, is preferred
- Prior experience writing lessons plans a plus, but not required

### Minimum Qualifications

- College sophomores or higher in a Bachelors program for Education or History preferred but related fields are acceptable. Students may also be accepted as interns within one year of graduation from college or university.
- Knowledge of or willingness to learn a variety of interpretive methods as well as instruction methods.

### How to Apply

Interested applicants should submit a cover letter and resume, with three professional or academic references listed, for consideration by

### Mail

ATTN: Dustin Heckman, Executive Director  
Goodhue County Historical Society  
1166 Oak Street  
Red Wing, MN 55066

Email as PDF: [director@goodhistory.org](mailto:director@goodhistory.org)

**All materials must be received by Friday, January 5 at 12 PM CDT to be considered for the position.**

The Goodhue County Historical Society is an Equal Opportunity Employer. Funding for this position has been financed in part with funds provided by the State of Minnesota from the Arts and Cultural Heritage Fund through the Minnesota Historical Society.