



History Colorado

External Announcement – Internship Opportunity

Internship Title: Community Museum Marketing & Operations Internship

Internship Location: El Pueblo History Museum, Pueblo, CO

Stipend: \$1000. The stipend is not salary or compensation. The stipend is meant to support study and research during the tenure of the appointment and will be issued upon completion of the internship.

*Qualified candidates may receive academic credit through their college or university. *Check with your school's Internship Coordinator BEFORE accepting the hiring offer to determine if this position satisfies the criteria for receiving academic credit.*

Apply By: May 1, 2026

Desired Schedule: 12-16 hours/week, May 18 - July 31, 2026 for a total of 150 hours. Dates and weekly schedule will be determined collaboratively by the intern and supervisor.

Broad Scope of Position: This internship offers a hybrid experience in museum marketing, communications, and operations within a community-focused history museum. The intern will work closely with professional staff and volunteers to gain hands-on experience in both behind-the-scenes museum operations and public-facing marketing and outreach efforts.

Through this role, the intern will build practical skills in content creation, project coordination, guest services, and nonprofit museum administration, while gaining exposure to inclusive, accessible, and community-centered museum practices.

Learning Goals:

- Gain hands-on experience building and supporting a complete museum marketing and communications campaign
- Develop transferable skills through the creation of tangible marketing and operational deliverables
- Learn how museum departments collaborate to support exhibitions, programs, and community engagement
- Develop project management, organization, and prioritization skills in a fast-paced environment
- Expand understanding of accessibility, equity, and inclusive practices in museums
- Participate in professional planning meetings and contribute ideas and insights

Outcomes: By the completion of the internship, the intern will have gained hands-on experience in museum marketing, communications, and operations within a community-focused nonprofit environment. The intern will develop a portfolio of tangible work demonstrating transferable skills,



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strengthen their understanding of how museum departments collaborate to support exhibitions, programs, and public engagement, and build practical experience in project coordination and stakeholder communication. Additionally, the intern will gain insight into nonprofit museum leadership, inclusive and accessible practices, and professional workflows, preparing them for future careers in museums, marketing, or related fields.

Desired Skills & Academic Field of Study: Students or recent graduates in Marketing, Communications, History, Museum Studies, Social Sciences, Graphic Design, Journalism, Anthropology, or related fields are encouraged to apply.

- Strong written and verbal communication skills
- Attention to detail and ability to synthesize information
- Comfort working independently while seeking guidance when needed
- Familiarity with tools such as Google Workspace and social media platforms
- Interest in museums, public history, or nonprofit work

To Apply for this Position: Submit a resume, cover letter, and your answer to the question below to Director of Volunteer Engagement Emily Dobish, emily.dobish@state.co.us.

Answer this question: How have the grounding virtues shown up in your previous work and /or how would you contribute to these virtues in your internship position at History Colorado?

Please click here to view History Colorado's Grounding Virtues:

https://www.historycolorado.org/sites/default/files/media/document/2020/Anti-Racism_Grounding_Virtues.pdf.

****All interns must successfully complete a background check.**

History Colorado is committed to anti-racism practices across its institution and outlined in [these](#) grounding virtues. As such, we encourage members of Black, Indigenous, Latino Hispanic, People of Color, LGBTQ+ and persons with disabilities communities to apply for this internship.