

## Museum Internships

The USC Pacific Asia Museum offers many ways for students to learn about different aspects of museum administration, education, Asian art history and curating and gain valuable experience. There is usually one opening each summer for a paid Getty Multicultural Summer Internship, there are always opportunities to volunteer at museum events, and there are unpaid internships. Interns work in various museum departments, supervised directly by a museum staff member, and work on specific projects within that department. Interns are invited to participate in museum lectures, curatorial tours, special events and receptions, and all-staff meetings in order to better understand all aspects of the museum. For current internships available, please check the museum website at [http://www.pacificasiamuseum.org/\\_about/employment.aspx](http://www.pacificasiamuseum.org/_about/employment.aspx).

### Eligibility

Unpaid internships are open to all undergraduate or graduate students currently enrolled in a degree program, and to recent recipients of a relevant advanced degree. Preference will be given to students with funding from their school or another granting institution, and also for those that can demonstrate an ability to earn school credit. Students do not have to be enrolled during the summer, but must be enrolled for the following semester or have graduated within one year. For unpaid internships, the museum does not discriminate on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

### Application Instructions

Please fill out this form completely. Your application packet must include this form, your full resume, proof of enrollment or copy of academic transcript, a brief writing sample (500-2,000 words), and one letter of recommendation or reference with full contact information (personal, professional or academic).

Mail to:  
Department of Public Engagement  
USC Pacific Asia Museum  
46 North Los Robles Avenue  
Pasadena, CA 91101

If you have any questions regarding the application, requirement or the internships, please contact the Department of Public Engagement by telephone (626) 449-2742 ext. 28 or email: [Susana.bautista@pam.usc.edu](mailto:Susana.bautista@pam.usc.edu)

USC Pacific Asia Museum  
Application for Unpaid Internships

**1. First name, middle name or initial, last name**

\_\_\_\_\_

**2. Addresses:**

Current \_\_\_\_\_

Permanent (if different from current address)

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**3. What do you consider your home state or country?**

\_\_\_\_\_

**4. Phone numbers:**

Home phone \_\_\_\_\_

Cell phone \_\_\_\_\_

**5. E-mail address** \_\_\_\_\_

**6. What is your outside source of funding?**

School (describe) \_\_\_\_\_

Family

Work (describe) \_\_\_\_\_

Other: \_\_\_\_\_

**7. Indicate your proposed beginning and end dates, and preferred days to work:**

\_\_\_\_\_

\_\_\_\_\_

**8. Internship for which you are applying:**

\_\_\_\_\_

# USC Pacific Asia Museum

**9. Will you be receiving school credit for this internship? Students receiving school credit are responsible for making appropriate arrangements with their institutions.**

Yes

No

**10. Degree program that you are currently enrolled:**

Institution \_\_\_\_\_

Major(s) \_\_\_\_\_

Thesis title \_\_\_\_\_

Date degree awarded (or planned graduation date) \_\_\_\_\_

**11. List foreign languages you know and proficiency (fluent, reading, speaking, writing) in each. If English is not your native language, indicate your speaking, writing, and reading level.**

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**12. How did you learn about this internship?**

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**13. Write your reasons for participating in the internship program at USC Pacific Asia Museum, including: 1) what you hope to achieve from the experience, 2) what you feel you can contribute to the department(s) in which you are interested, and 3) how this experience would further your education and career plans. Attach a separate sheet if necessary (no more than one page).**

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