



The Dr. Samuel D. Harris
**NATIONAL
MUSEUM of
DENTISTRY**



Smithsonian Affiliate

Development Assistant Internship

Position

The museum is seeking interns to focus on giving programs and grant research. The position will be for a minimum of 2.5 days per week and be completed over a 14-week period. The intern will choose from one of the following projects:

- Researching grant opportunities, and possibly applying for a grant
- Developing a new giving program
- Updating current giving programs

Tasks for these projects may include, but are not limited to:

- Gaining an understanding of the museum's current programs and collections
- Researching and writing for grants
- Updating the museum's fundraising database

Learning Objectives

The intern will learn how to search for and apply to grants, develop and implement giving programs, and interact with prospective, current, and past donors.

Other Benefits

The National Museum of Dentistry is a Smithsonian Affiliate and will provide opportunities for the intern to learn from and collaborate with faculty and staff across the Smithsonian Institution.

Minimum Requirements + Skills

- A degree in or currently pursuing a degree in museum studies, history, or communications/marketing
- Expertise with MS Office applications (desirable)

Application Process

Applicants must submit a CV, cover letter, and two references to Patrick Cutter at pcutter@umaryland.edu or complete the [online application](#).