



CUMBERLAND COUNTY HISTORICAL SOCIETY  
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### **The John Dubois Maritime Museum, Cumberland County Museum Development Internship**

#### **Background Information:**

The John Dubois Maritime Museum houses a variety of maritime related artifacts at 949 Ye Greate Street, Greenwich, NJ 08323. The collections were donated by fishermen, oystermen, shipbuilders, and their relatives connected to maritime industries in Cumberland County, NJ. Artifacts range from models and shipbuilding materials to oyster tongs and dredges which are evidence of the prominent oyster industry that served the area from the late 19<sup>th</sup> century into the 20<sup>th</sup> century. We also house hunting materials such as decoys and harpoons, and historic photographs taken by John Dubois himself. These resources are used to tell stories of the people who built up Cumberland County through their various maritime related fields.

Updated textbooks and readings from leaders in the museum field will be available for students working in the museum.

Interns will be able to **choose one** of the following projects to develop their museum professional skills and integrate best practices in a small museum setting:

#### **Project Details:**

*Processing the Collection* – Students will be able to:

- Review collection completing light research on maritime industries/history/objects.
- Select area of concentration based on parts of the collection you find interesting.
- Research and catalog using PastPerfect software (includes photographing objects).
- Label and rehouse objects using best practices.
- Develop Object Guide (History/use of collection chosen, description of object types with photos, object care info)

*Exhibition Development* – Students will be able to:

- Review collection completing light research on maritime industries/history/objects.
- Develop Big Idea and Research Questions to create exhibit theme.
- Select objects for their exhibit.

- Design Panels/labels for objects on display.
- Install exhibit that will remain up throughout the museum's next open season.
- Complete Exhibit Report (Description of process, panels, images of objects, sources)

*Program Development* – Students will be able to:

- Review collection completing light research on maritime industries/history/objects.
- Determine visitor population through observation and research.
- Develop program (event, tour, activity book, children's guide, lesson plan, etc.)
- Complete program evaluation to determine successes and issues as visitors interact with their program.
- Note: This project will require students to be available during open hours of the museum.

### **Resources:**

Malaro, M. C., and DeAngelis I. P. (2012). *A legal primer on managing museum collections*. (3rd ed.). Smithsonian Books.

McKenna-Cress P. & Kamien J. (2013). *Creating exhibitions : collaboration in the planning development and design of innovative experiences*. John Wiley & Sons.

Murawski, M. (2022). In *Museums as agents of change: A guide to becoming a changemaker*. essay, American Alliance of Museums.

Simmons, J. E., & Kiser, T. M. (2020). *MRM6: Museum registration methods* (6th ed.). Rowman & Littlefield.

Simmons, J. E. (2017). *Things great and small: collections management policies* (2nd ed.).

Rowman & Littlefield Wood, E., Tisdale, R., & Jones, T. (2017). *Active collections* (1st ed.). Routledge.

Summers, J. (2018). *Creating Exhibits That Engage: A Manual for Museums and Historical Organizations*. Rowman & Littlefield.

### **Schedule & Compensation:**

Spring Semester 2024 (January to May 1, 2024).

100 hours total for a \$1000 stipend for time and travel expenses.

Flexible Schedules will be discussed with the intern.

\*\*Internships can be altered to fit college requirements for the intern.

### **Apply:**

To apply please submit a cover letter explaining why you are a good fit for this internship, and which of the projects interests you, with a CV/Resume to [taylorcarter1122@gmail.com](mailto:taylorcarter1122@gmail.com) by October 1, 2023.

