

Douglas County Historical Society

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Overview: In partnership with the University Honors Program at the University of Kansas, the Watkins Museum of History seeks a student intern for the Spring 2027 term.

The Watkins Museum offers an exciting opportunity for undergraduate students in the KU University Honors Program to gain valuable experience in a nonprofit organization while developing writing, research, and design skills. The intern will work under the supervision of the Curator of Exhibitions and alongside other Watkins staff to advance the organization's mission through engaging temporary exhibits.

Duties can include primary and secondary research for temporary and off-site exhibitions, graphic design of exhibit panels, fabrication of labels, and exhibit installation. Primary goals include connecting items in the museum's collection to modern issues in our community and working on exhibition elements that encompass a variety of learning styles. Duties will also include editing existing exhibit content and updating the museum's core exhibit as needed. The intern will also learn how a museum functions from working in the environment and daily interactions with other staff members. The intern may help with relationship building and maintaining exhibition partnerships as necessary.

This internship can satisfy the Professional Development & Social Entrepreneurship Enhanced Learning Experience (ELE) as part of University Honors Program graduation requirements.

Award & Time Commitment: Students will receive a \$1,800 award to cover their involvement at a rate of 8-10 hours per week for the spring term.

This intern is expected to work in-person at the Watkins Museum in downtown Lawrence. Typically, interns work 3-5 hour shifts 2-3 days per week, based on their schedule needs. Watkins staff will work with each intern on a schedule accommodating the needs of both parties.

Minimum Qualifications:

- Undergraduate student in the University Honors Program majoring in Communications, History, English, or a related field. (required)

- Students must meet the qualifications for good academic standing and progression for the University Honors Program. (required)
- Strong writing and research skills.
- Excellent communication, organizational and time management skills.
- Ability to work independently and multi-task effectively.
- Dependable, positive attitude and a sense of humor.
- Proficiency in Canva and/or Microsoft Publisher graphic design software.
- General interest in museums and cultural heritage sites.

Deadline: Applications are due by Thursday, October 22. Interviews of selected applicants will take place prior to the end of the Fall 2026 semester. The Watkins Museum's Curator of Exhibitions and Manager of Marketing and Museum Advancement will conduct the interviews, without oversight from the University Honors Program, to ensure equity and fairness in the onboarding process.

How to Apply: Please submit your resume and a cover letter through the University Honors Program Internships portal located on their website.

About the Watkins Museum & Douglas County Historical Society

The Douglas County Historical Society is a non-profit organization committed to preserving Douglas County heritage and encouraging civic engagement by sharing stories of the people and events that have shaped our communities. The museum opens 12-16 rotating exhibitions annually across three changing exhibition galleries. These exhibitions showcase artifacts, photographs, and documents from the museum's collection, as well as other collections as relevant.

Mission Statement:

The DCHS and Watkins Museum of History preserve and share Douglas County's cultural heritage to inspire civic engagement and commitment to shaping a better future.

Vision Statement:

The DCHS envisions the Watkins Museum of History as a leading partner in Douglas County's efforts to cultivate a community of fairness, where our shared history is understood and valued as a catalyst for positive change, where inequalities are addressed, and where diverse perspectives are respected.