



External Announcement – Internship Opportunity

Internship Title: Cultural Resource Management Internship

Internship Location: History Colorado Center, Denver, CO

Compensation: This position is unpaid. Qualified candidates may receive academic credit through their college or university, with approval.

Apply By: August 31, 2017

Start Date: Fall 2017 (TBD by schedule of intern). **Open Positions:** 1

Desired Schedule: 8 hours/week (Tuesdays and/or Wednesdays) 4 – 8 hour shifts, not to exceed 120 total hours.

Broad Scope of Position: The intern will assist Office of Archeology and Historic Preservation (OAHP) staff in document research, focusing on gathering information on cultural resource management (CRM) survey standards from states across the region. OAHP intends to update the current statewide survey manual and is seeking applicants with experience doing research looking to expand their skill set and provide synthesized information for review and approval. Possible changes to the manual could include updated standards in project background research, survey methodology, lab analysis, documentation and reporting, and curation. Working with the Compliance Manager, the intern will have the opportunity to report their research to OAHP and assist in designing the updated survey manual.

Outcomes: By the end of the internship, the intern will gain first-hand knowledge of CRM compliance standards from across the region, develop an enhanced knowledge base of CRM methods and program designs as well as improve their research and reporting skills. This knowledge is essential to program development and management skills in CRM.

Desired Skills/Academic Field of Study:

- Coursework in cultural resource management, historic preservation, history and/or archaeology;
- Experience conducting research;
- Effective communication skills;
- Attention to detail

To Apply for this Position: Submit a CV or resume, cover letter, latest transcript, and letter of recommendation to Manager of Volunteer Services Emily Dobish, emily.dobish@state.co.us. **A condition of employment is the successful completion of a background check.