Welcome. The Museum of Motherhood is invested in you having a productive and positive experience. This means that it’s important to identify realistic, concise and achievable goals during your time with us.

Each project should have a start, middle and a finish, with the objective of expanding the student’s comprehension of women, mothers, and families at the multi-disciplinary intersection of Mother Studies.

Internships should benefit the museum’s growth and offer a chance for you to practice new skills. Everyone benefits!

Once you have signed up for volunteer/intern service, you should become acquainted with the museum’s exhibits, and project opportunities. All project ideas can be discussed and fine-tuned prior to the commencement of the internship.

**Service-Learning and Intern/Volunteer Details**

**General Schedule**

a) Plan on setting up a meeting in person or via phone with the museum director. For international students in different time zones – email will suffice.

b) If you live far from the museum and want to negotiate a remote internship, then your time at MoM may be managed off-site.

c) Special internships may be organized for targeted short-term projects.

d) All projects should be generally understood prior to starting and executed accordingly. So, think about the specifics of what you hope to do and start to sketch out your project and fill out the attached questionnaire.

**Project Details**

a) You should identify when you want to begin your internship.

b) The project will last over the course of an agreed period of time, for a specific amount of time each week. What is your time frame for working with MoM. Spell it out please in months and hours.

a) Make sure to identify the requirements for completion with your university (if there are any).

b) Each project should fulfill your institution’s requirements for the full service-learning experience per week and also satisfy a need at the museum.

c) At least two weeks before you begin your internship, you should supply a photo and bio for posting on the MOM website along with a description of your project and a short bio (If you submitted online, we can use that if you’d like).

d) Once your internship has been approved, “like” MOM on social media (also available on the website via links).
Welcome:

1. Please identify 3 times that work for you to schedule an appointment with the director (EST NY Time USA:

2. Are you doing this internship on your own, or are you fulfilling a university requirement?

3. How many hours a week do you hope to dedicate to your project- 5, 10 or more?

4. Please spell out a few options of what you think you’d like to research, create, or the manner in which you hope to serve the museum (as well as acquire new skills for yourself).
   a) Option one
   b) Option two
   c) Option three

5. When do you hope to start your internship?

6. How long do you plan on staying on board with MoM to fulfill your internship requirements – summer, semester, or more?

7. Anything else you would like us to know?

Please return this worksheet within one week or receipt. We look forward to working with you!

Once your internship has been approved, you will receive links to our Google Drive and a slideshow called “Wisdom Sharing”. Please DO take time to comb through the Power Point. It will aid you in understanding our organization, mission, and goals.
We pride ourselves on being approachable and available for conversation about your projects, passions, studies and general wellbeing. M. Joy Rose, Museum Director is available by cell phone for discussions if any concerns come up for you: P. 207.504.3001 E. INFO@MOMmuseum.org