

**Responsible To:** Education Coordinator

**Task Description:** Join our crew to assist in presenting the historic submarine to visitors of all ages and backgrounds. Interns will staff compartments and present excellent customer service inside the boat by answering questions and engaging guests in conversation about the history, science, and technology of USS Requin.

**Responsibilities:**

- Understand and communicate historical and technological aspects of the submarine.
- Help manage and organize large groups coming on board during field trip season.
- Assist with light cleaning and maintenance as needed (e.g. changing light bulbs, dusting display cases)
- Provide exceptional customer service

**Skills Required:**

- Interest in history, especially in the United States in the post-WWII and Cold War eras
- Ability to work independently with little to no supervision
- Ability to interact positively with staff and guests of all ages and backgrounds
- Full mobility to maneuver through the submarine: down stairs, and through small hatches and narrow corridors
- Comfort in small spaces with large amounts of people
- Excellent customer service

**Skills to be Learned:**

- Creative interpretation of historical artifacts
- Developing age-appropriate interactions
- Delivering dynamic educational experiences in unfamiliar environments
- Maintenance and care of a unique exhibit space

**Parameters:**

- Intern will attend training sessions as required
- Intern will not administer first aid

**Training Methods:**

- Shadowing experienced presenters on the job
- Study of in depth training manuals provided by supervisor
- One-on-one meetings with supervisor
- Independent reading/research of science topics

**Time Frame:**

- 120 hours, Minimum of 8 hours per week

**Clearances**

- Upon acceptance into the program, all interns are required to provide and pay for background checks and clearances. Act 33 and 34 Clearances are free for interns.
- Interns who have lived in Pennsylvania for at least 10 years must have their Child Abuse History Clearance (Act 33) and Criminal Record Check Clearance (Act 34).
- Interns who have lived in PA for less than 10 years must have their Child Abuse History Clearance (Act 33) and Criminal Record Check Clearance (Act 34) plus an FBI Fingerprint Clearance (Act 114).

**To Apply:** Send a letter of intent, resume, a letter of reference from either an academic advisor or professor, to:

Internship Program  
Carnegie Science Center  
One Allegheny Avenue  
Pittsburgh, PA 15212

- OR -

VolunteerPrograms@CarnegieScienceCenter.Org

