

Responsible To: Requin Operations Manager

Task Description: Assist in presenting our Cold War era submarine to a diverse audience. Interns will staff compartments, and gain experience developing and presenting age-appropriate material in a historic environment by engaging guests in conversation, and interpreting 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
- Assist visitors by answering general questions about the Carnegie Science Center
- Intern may have the opportunity to develop and contribute to archival projects

Skills Required:

- Interest in history, especially in the United States in the post-WWII and Cold War eras
- Ability to work independently with little supervision
- Ability to provide excellent customer service while interacting positively with all staff and guests
- As USS Requin is not ADA accessible, full mobility is required to maneuver through the submarine: down stairs, and through small hatches and narrow corridors
- Comfort in small spaces with large amounts of people

Skills to be Learned:

- Creative interpretation of historical artifacts
- Developing age-appropriate interactions
- Supporting staff in a popular, dynamic exhibit
- Delivering unique educational experiences in unfamiliar environments
- Maintenance and care of a unique exhibit space
- Potential for organizing & contributing to archival projects as appropriate

Parameters:

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

Training Methods:

- Required internship orientation session
- 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

- OR -
VolunteerPrograms@CarnegieScienceCenter.Org



Carnegie Science Center
Internship Program
USS Requin

Pittsburgh, PA 15212