



## Museum Internship – graphics design

**Job Title:** Graphics Design Intern

**Contact Information:**

Lyn Berner, Director of Administration  
New Mexico Holocaust Museum & Gellert Center for Education  
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**To apply, submit cover letter and résumé by mail, email or in person.**

**Expectations:**

- Conduct oneself in a professional manner
- Arrive on time on scheduled days or give appropriate notice when unable
- Meet deadlines and follow through with all commitments and tasks
- Ask for clarification and help when needed
- Create, in concert with supervisor, a flexible work schedule so that university requirements are met
- Demonstrate a willingness to learn about the Holocaust, other genocides, and issues of discrimination, social injustice, and human rights.
- Have experience in graphic design

**Projects:** Our goal is to provide the graphics design intern with meaningful learning experiences.

Interns will learn how to:

- Research and design traveling exhibits tied to NMHM's content and visual requirements
- Research appropriate and reasonably priced materials to support traveling exhibits and develop budgets for them
- Develop succinct instructions for assembling exhibits easily as well as dismantling and packaging them for shipping.