



PRESERVATION MARYLAND

2024 Summer Preservation Services Internship

Preservation Maryland (PM) is dedicated to harnessing the power of historic places by revitalizing and reinvesting in communities, advocating, and building the historic trades workforce for the benefit of all Marylanders.

With an internship with PM, interns will gain experience in a non-profit setting and have the opportunity to learn how historic preservation works in a real-world setting. PM internships are a great opportunity for students in a variety of fields, especially those in historic preservation, architectural history, architecture, urban planning, communications, or non-profit management.

Position Description

The Preservation Services Intern will work with the Program & Outreach Manager to assist with outreach and special projects by completing needed historical or programmatic materials. Special projects include but are not limited to:

- Researching and drafting outreach and social media materials
- Surveying resources as part of ongoing research projects
- Conducting historic research and writing architectural descriptions
- Assisting with project administration within the Easement or Historic Property Redevelopment programs as needed

As part of the PM team, the intern will also have the opportunity to collaborate regularly with PM staff, attend site visits and participate in organizational events. PM strives to engage interns as much as possible in our daily advocacy and preservation work to provide an experienced-based education and professional development for students seeking career opportunities in historic preservation.

Qualifications

Candidates should be in a graduate level degree program or recent graduate with a degree in preservation, history, urban planning, and/or architecture, but consideration will be given to those coming from related discipline with a strong interest in or familiarity with historic preservation.

Candidates must have a knowledge of historic research techniques and experience with data management. Must be detail-oriented, have strong communication skills, comfortable making phone calls and interacting in a small office environment, and the ability to work independently and with a group. Education or experience in historic preservation, architectural history, or public history is a plus. Must be proficient with Microsoft Office Suite/Microsoft365.

Schedule & Location

This is a part-time internship with flexible scheduling for a minimum of 15 hours per week, with an average of 20 hours per week. Weekly hours are flexible and can be adjusted based on project workload and to accommodate school schedules. The term of the internship will be 8 to 10 weeks, depending on the weekly hours, with the possibility of extension based on the needs of the project and availability of funding. This position is anticipated to start May 2024.

While much of the work can be done remotely, candidates must be available to conduct necessary in-person survey and research work as needed and be able to meet with PM staff and other project partners in Baltimore City; travel within and beyond Baltimore City is a possibility.

Compensation

Interns will be compensated at the rate of \$15 per hour on a bi-monthly basis.

To Apply

Send a cover letter and resume (PDF format only) to Christiana Limniatis, Program & Outreach Manager, at climniatis@presmd.org using the subject line “Preservation Services Internship”. All applications must be submitted via email. Applications will be reviewed on a rolling basis with interviews beginning in March 2024.