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Position Title: **American War of Independence 250th Anniversary Research Intern**
Reports to 2nd Vice President for Membership and Community Engagement
Location: Ballston Spa

Summary Description

The Saratoga County History Center's (SCHC) Saratoga County America 250! Committee is a special committee appointed to commemorate the 250th Anniversary of the American War of Independence (2025 – 2033) and the role that Saratoga County played in making American Independence. The SCHC American War of Independence Research Intern position will help assist with a variety of tasks including, but not limited to, historic research and content creation with a focus on the role that Saratoga County played in the American War of Independence.

Responsibilities:

- Work with the Saratoga County America 250! Committee to identify useful archival collections and research topics.
- Conduct in-depth historical research with specific focus on Saratoga County American War of Independence history with an emphasis on untold stories including women, minority communities and Royalist.
- Compile detailed lists of primary source documents for future scholarly use of the subject.
- Meet with the committee representative once a week, or as needed, for progress reports
- The candidate must have an ability to work well with minimal supervision on a day-to-day basis.
- Research and develop content for the historic calendar and timeline.
- Working independently to carry out research.

The Intern will report directly to the SCHC's Saratoga County America 250! Committee.

Particular requirements include:

- Must be a recent college graduate or currently enrolled in an undergraduate or graduate studies program in History, Museum Studies, or Public History.
- A strong grasp of historic research.
- Ability to work autonomously and in a team environment.
- Flexible and willing to work across a broad range of tasks.
- Required interest in history and/or archives and American War of Independence
- Desirable qualities include intellectual curiosity, strong work ethic, and attention to detail

- Preferred Qualifications:
 - Knowledge of Microsoft and Google programs (required)
 - The ability to work on multiple projects simultaneously, manage deadlines, and collaborate
 - Solid writing, proofreading, and editing skills
- Availability for 15-20 hours per week (teleworking option available)

About SCHC

The Saratoga County History Center cares for documents, photographs, and objects related to the history of Saratoga County. Our mission is to inspire community memory by telling Saratoga County's story through interactive and engaging exhibits, publications, and programs.

Contact:

Send resume and brief cover letter detailing your qualifications and Availability to sean@brooksidemuseum.org with the subject line of AWI Research Intern and your last name.

Program schedule:

SCHC runs a year-round internship program. If you are unable to join us for the sessions below, we welcome you proposing another period:

- Spring internship will run from January to May
- Summer internship will run from June to August
- Fall internship will run from September to December