

HISTORY INTERNSHIP

WHAT IS AN INTERNSHIP?

An internship provides an invaluable learning experience, an opportunity to explore a potential career field, a chance to learn and teach history beyond the classroom, and a vehicle for gaining hands-on experience that will enhance any resume, graduate school application, or law school application, regardless of the nature of the internship itself.

The details and duties of any internship will vary according to the student, the site, and the site supervisor, but in general an internship will require 120 hours of work related to the site's operations (an average of 8 hours per week over the course of a 15-week semester).

Ideally, an internship will supplement, enhance, and allow you to apply what you've learned in your history classes. You might work in a museum, at a historic site, in a local library or archive, with a historical organization, with a local government agency, a media production company, advocacy group or NGO, or any other organization or company that offers you the opportunity to apply your learning. You'll enter your internship as a history student, but you'll quickly learn that "history" outside of an academic setting means much more than lectures, books, papers, and grades.

HOW DO I GET (AND COMPLETE) AN INTERNSHIP?

The Internship Coordinator can assist you in finding an internship, but here are some steps you should take:

1. Think about what kind of place you would like to work. (A museum? An archive? A historic site?)
2. Do what all good historians do: research. (Visit websites to find out what kinds of activities potential sites undertake.)
3. Make contact. (Tell the person you talk to that you are a CSUF History student, that you're interested in an internship, that you'll receive course credit, and that, if they're accepting interns, you'd like to submit an application.)
4. Determine if you've found an internship opportunity you would like to take.
5. Register! (Schedule an appointment with the Internship Coordinator to enroll in History 498 or 596.)
6. In conjunction with your site supervisor, fill out preliminary paperwork you will receive from the Internship Coordinator (including an articulation of responsibilities and learning objectives). Return this to the Coordinator.
7. Go to work. (Plan your schedule, remembering that you need to log at least 120 hours by the end of the semester.)
8. Stay in touch with the Coordinator. (Plan to attend a mid-semester intern meeting and share news of your progress.)
9. After you complete your internship, write a reflective essay and submit it to the Internship Coordinator. Your supervisor's evaluations, this essay, and any products of your internship will be the basis for the grade you receive.

WHAT PLACES MIGHT ACCEPT AN INTERN?

In recent semesters, Cal State Fullerton History students have undertaken internships throughout Southern California, across the country, and in Europe. Host sites and institutions have included the Los Angeles Museum of the Holocaust, the Autry National Center of the American West, Manzanar National Historic Site, the National Baseball Hall of Fame, the College Football Hall of Fame, the Museum of Tolerance, Ulysses S. Grant National Historic Site, Crystal Cove State Park, the Royal Air Force Museum, the German Historical Institute in Washington, DC, Harper's Ferry National Historical Park, the National Archives and Records Administration, the Nixon Library and Museum, the San Diego Historical Society, the Santa Ana Public

Library, the Wende Museum, the Old Courthouse Museum, and Cal State Fullerton's own Center for Oral and Public History, Heritage House, and Orange County Agricultural and Nikkei Heritage Museum.

The following list is not comprehensive; it's a starting point. Most of the sites and institutions below are located in Orange County or in the LA area, but if you are able to cast your net wider, the History Department encourages you to seek out opportunities anywhere that might interest you.

Summer Internships:

The department makes an effort to facilitate summer internships for history majors, locally and elsewhere. Contact your Internship coordinator Maged Mikhail (mmaged@fullerton.edu) to learn about the process of enrollment for fall, spring, or summer.

POLITICS:

1. Assemblyman Mike Morrell

Internship designed to give students a broad understanding of how a legislative staff operates. Duties may include, but are not limited to, representing the Assemblyman at events and meetings, public relations, researching information for constituents, letter writing, word processing, and data input.

Contact: Christian Zaragoza Christian.Zaragoza@asm.ca.gov / 909 466-9096

Mail: Assemblyman Mike Morrell c/o Christian Zaragoza, 10604 Trademark Parkway, Suite 308, Rancho Cucamonga, CA 91730

2. House Representative Lou Correa

Internship designed to give students a broad understanding of how a legislative staff operates. Duties may include, but are not limited to, representing the Assemblyman at events and meetings, public relations, researching information for constituents, letter writing, word processing, and data input.

Contact: Elizabeth Rojo, Internship Coordinator (714) 559-6190

Mail: Lou Correa, Representative of the 46th District, Rancho Santiago Community College Building 2323 N. Broadway, Suite 319, Santa Ana, CA 92706.

3. Hispanas Organized for Political Equality (HOPE).

In this public advocacy organization, you can practice your writing, research, and communication skills with a focus on policy, government, organization of communities.

Website: <https://www.latinas.org/volunteer>

Contact: Helen Torres htorres@latinass.org / Pricilia Novao / 213.622.0888/ pnovao@latinass.org

EDITING and SOCIAL MEDIA:

4. Mediakix

Gain skills, exposure, and experience in marketing, advertising, social media, PR, sales, and management. Practice your writing and other communication skills, develop your narrative skills and audience engagement.

Website: <https://mediakix.com/careers/>

Contact: Breanna Santerre (CSUF History Alumna), breanna@mediakix.com

5. Surowski Design + Development

Practice your writing and editing skills, develop your narrative abilities and social media competency. Peter Surowski is a CSUF history alumnus.

Contact: Petere Surowski / 951-818-9771 / petersurowski@gmail.com

6. Riot Games

Storytelling is a major skill of the historian and a crucial element in many video games. Explore this unusual opportunity and confer with CSUF History alumnus Christopher Turner ([linkedin.com/in/christopher-turner-a1853064](https://www.linkedin.com/in/christopher-turner-a1853064)).

Website: <https://www.riotgames.com/en/university-programs#>
Contact: Christopher Turner ([linkedin.com/in/christopher-turner-a1853064](https://www.linkedin.com/in/christopher-turner-a1853064))

7. Paragon Agency Publishing

Assist in the editing and development of historical monographs in this local publishing house.

Website: <http://www.theparagonagency.com/index.htm>
Contact: Orange, California 92856 / (714) 771-0652 / Paragon@SpecialBooks.com

ARCHIVES & LIBRARIES:

8. California State University Fullerton – Pollack Library

Support and expand the CSU Fullerton Archive-IT subscription: build new partnerships with government, news, and cultural heritage institutions to preserve websites of historical importance, identify high priority university-, faculty-, and student-created websites to preserve; curate web archives and metadata.

Contact: Mark Bilby, Scholarly Communications Librarian / 657-278-46000 / mbilby@fullerton.edu

9. Center for Oral and Public History, CSUF – Archives

Interns will be introduced to standard practices in archival management, with a focus on the management of oral history collections.

Website: coph.fullerton.edu
Contact: Natalie Navar-Garcia / 657-278-3693 / nnavar@fullerton.edu

10. Huntington Beach Public Library

Internship opportunities related to public programming and patron services.

Website: www.hbpl.org
Contact: Barbara Richardson / 714-374-5338 / richardb@hbpl.org

11. National Archives–Pacific Region (Perris)

Interns will assist researchers and contribute to archival preservation projects.

Website: www.archives.gov/pacific/riverside
Contact: Randy Thompson / 951-956-2043 / randy.thompson@nara.gov

12. Santa Ana History Room, Santa Ana Public Library

Interns would assist in all aspects of the History Room's operations, including archival management and research assistance.

Website: www.ci.santa-ana.ca.us/library/history/sahrmission.asp
Contact: 714-647-5280

13. South Central Coastal Information Center, CSUF campus

For **graduate students** interested in careers in public history (historic preservation) or public archaeology (cultural resource management). Interns will conduct record searches, create maps, generate bibliographies, examine historic maps for evidence of human activity, record archaeological site locations, and process incoming reports.

Website: anthro.fullerton.edu/sccic
Contact: Stacy St. James / 657-278-5395 / sccic@fullerton.edu

ORAL HISTORIES:

14. 70 Degrees

Operated by CSUF History Alumna Jennifer Keil, *70 Degrees* develops oral history projects but also engages in historical preservation and the set up of archival collections.

Website: <http://70degrees.org/>
Contact: Jennifer L. Keil / 949-444-2343 / jennifer@70degrees.org

15. Center for Oral and Public History, CSUF –Oral History Projects

Interns will conduct oral histories for a variety of oral history projects. Students with training in oral history (or willingness to learn) preferred.

Website: coph.fullerton.edu

Contact: Dr. Natalie Fousekis / 657-278-2763 / nfousekis@fullerton.edu

MUSEUMS:

16. Brea Historical Society, Brea Museum and Heritage Center

Internship opportunities related to the operation and maintenance of Brea's history museum.

Website: www.breamuseum.org

Contact: 714-256-2283 / breamuseum@gmail.com

17. Fullerton Arboretum – Heritage House

Interns will assist in all aspects of the operation of the Heritage House (originally the Victorian-era home of Dr. George C. Clark, an Orange County pioneer physician).

Website: fullertonarboretum.org/museum_heritage.php

Contact: Harriet Bouldin, Volunteer Coordinator: hbouldin@exchange.fullerton.edu / 657-278-4798

18. Fullerton Arboretum – Orange County Agricultural and Nikkei Heritage Museum

Interns will serve as docents for exhibitions.

Website: fullertonarboretum.org/museum_nikkei.php

Contact: Harriet Bouldin, Volunteer Coordinator: hbouldin@exchange.fullerton.edu / 657-278-4798

19. Garden Grove Historical Society, Stanley Ranch Museum Historical Village

Internship opportunities related to operations of a historical village.

Website: www.ci.garden-grove.ca.us/?q=/HistoricalSociety

Contact: 714-530-8871

20. George Key Ranch Historical Park (Placentia)

Internship opportunities available in all aspects of the site's operations, including management of the site's permanent collections, development of rooms/displays, preparation of interpretive signs and brochures, preservation of dry-farming equipment.

Website: www.ocparks.com/keyranch

Contact: 714-973-3191 / keyranch@ocparks.com

21. Heritage Museum of Orange County (Santa Ana)

Internship opportunities available in all aspects of the museum's operations.

Website: www.heritagemuseumoc.org

Contact: Pat Bedson / 714-540-0404, ext. 226 / pbedson@heritagemuseumoc.org

22. Huntington Beach Historical Society, Newland House Museum

Internship opportunities related to maintenance and operation of the Newland House Museum.

Website: hbnews.us/nwhouse.html

Contact: 714-962-5777

23. International Surfing Museum (Huntington Beach)

Internship opportunities in multiple aspects of the museum's operations, including exhibit construction.

Website: www.surfingmuseum.org

Contact: 714-960-3483

24. Irvine Historical Society, Irvine Historical Museum

Internship opportunities in multiple aspects of the museum's operations, including docent work and collections care.

Website: www.irvineranchhistory.com

Contact: Gail Daniels / 949-786-4112 / gail@irvineranchhistory.com

25. La Habra Historical Museum

Interns will assist with all aspects of this new museum's operations, including research, curation, design, installation, and maintenance of temporary and permanent exhibitions, education, marketing, fundraising, and public programming.

Website: www.lahabrahistoricalmuseum.blogspot.com

Contact: Carlota Haider / cracbrea@roadrunner.com

26. Mission San Juan Capistrano

Internship opportunities available in all aspects of the site's operations, including collections management and docent work.

Website: www.missionsjc.com

Contact: Pat March / 949-234-1322 / pmarch@missionsjc.com

27. Mission Viejo Heritage Committee

Internship opportunities related to operations of the Heritage House and the historical research room at the Mission Viejo Library.

Website: cityofmissionviejo.org/DepartmentPage.aspx?id=2456

Contact: 949-470-3061

28. Modjeska Historic Home and Garden (Lake Forest)

Internship opportunities related to operations of the Modjeska Home.

Website: www.ocparks.com/modjeskahouse

Contact: 949-923-2230 / ardenmodjeska@ocparks.com

29. Newport Harbor Nautical Museum (Newport Beach)

Internship opportunities related to the preservation and interpretation of maritime heritage and culture.

Website: www.nhnm.org

Contact: vols@nhnm.org

30. Nixon Presidential Library and Museum (Yorba Linda)

Interns will contribute directly to the life of the Library by helping with conceptualizing and installing exhibits, tracking inventory of museum artifacts, and helping to preserve the Library's collection of priceless Nixon papers.

Website: www.nixonlibrary.gov/aboutus/joinus/internships.php

Contact: Ira Pemstein / ira.pemstein@nara.gov / 714-983-9133

31. Nixon Presidential Library and Museum (Yorba Linda)

Education interns will help research, prepare, and conduct guided tours for school groups. These tours are interactive, factually correct, interesting, and challenging.

Contact: Mindy Farmer / 714-983-9138 / NixonEducation@nara.gov

32. Old Courthouse Museum (Santa Ana)

Interns will assist with all aspects of the museum's operations, including maintenance of the museum's permanent exhibitions, installation and maintenance of temporary exhibitions, public and educational programming, and preparation for future exhibitions.

Website: www.ocparks.com/oldcourthouse

Contact: 714-973-6605; e-mail: Bradley Flynt (Bradley.flynt@ocparks.com)

33. Olinda Oil Museum and Trail (Brea)

Working closely with rangers from California State Parks and staff from the City of Brea, interns would work as docents, conduct research for exhibitions, and staff the museum.

Website: www.ci.brea.ca.us/article.cfm?id=940
Contact: Sean Matlock / 714-671-4447 / seanm@cityofbrea.net

34. Placentia Historical Committee

Interns would assist the Historical Committee in its activities, including exhibition, oral history, and photo digitization projects.

Contact: Jeanette Gardner / jgaardner@aol.com

35. Ramon Peralta Adobe Historic Site (Anaheim)

Internship opportunities related to the maintenance of a historic house museum.

Website: www.ocparks.com/peraltaadobe

Contact: 714-973-3190

36. Ranchos Los Cerritos Foundation (Long Beach)

Internship opportunities related to museum work, including collections management, research, digitization, and public programming. Other opportunities related to educational and public programming.

Website: www.ranholoscerritos.org

Contact: 562-570-1755

37. Santa Ana Historical Preservation Society

Internship opportunities related to society functions, including management of the Howe-Waffle House

Website: www.santaanahistory.com

Contact: 714-547-9645

38. Surfing Heritage Foundation (San Clemente)

Interns will assist with all aspects of the Foundation's oral history program, including transcribing and digitizing a backlog of oral histories, conducting research, creating new oral histories, and preparing an oral history workshop for members of the community. No background in oral history necessary, but a willingness to learn is expected.

Website: www.surfingheritage.org

Contact: Jed Justeson / 949-388-0313 / jed@surfingheritage.org

39. Susanna Bixby Bryant Ranch House and Museum (Yorba Linda)

Interns would assist the Yorba Linda Historical Society in its efforts to manage archival collections related to this site (documents, photographs, and ephemera).

Website: www.ylpl.lib.ca.us/sbb.php

Contact: 714-694-0235

40. Tustin Area Historical Society

Internship opportunities related to operations of the Tustin Area Museum.

Website: www.tustinhistory.com

Contact: Bill Finken / 714-731-5701 / tustinmuseum@att.net

41. Wende Museum

A museum and research institute dedicated to preserving cultural artifacts and personal histories of Cold War-era Eastern Europe in Culver City, CA. Interns work in one of the Wende's departments—collections, research, or administration.

Website: www.wendemuseum.org

Contact: Cristina Cuevas-Wolf: CCuevaswolf@wendemuseum.org / 310-216-1600