

## **Education and Visitor Data Summer 2025 Internship**

**Description:** The George Washington Foundation is seeking several motivated individuals with an interest in education, visitor services, and the visitor experience to head a visitor data collection project at Historic Kenmore. This project will span the 2025 season. The work that is done by the Summer interns is invaluable due to it being the busiest anticipated season for Historic Kenmore.

**Status:** Part time seasonal, unpaid internship

### **Duties and Responsibilities:**

- Develop programs and methods of collecting data through outreach, i.e. farmers markets, social media, etc. collaborating with our marketing department to accomplish this.
- Modify and improve upon established methods of collecting visitor data at Kenmore.
- Collect said data of Kenmore visitation. This could include, but is not limited to:
  - In-person surveys
  - Virtual surveys
  - Soliciting comments
  - Counting bodies
  - “Check-in” method for visitors on off days
  - Off-site collection
- Collaborate with other departments in the Foundation to include their input and ensure that the data is useful beyond education and visitor services.
- Analyzing data from other institutions in Fredericksburg and the surrounding area to compare and contrast with our own.
- Analyze the data collected during phase two and create a second preliminary report.
- Assist with daily operations of the site and special events, both through collection of data and through support for our front-end staff.
- Other duties as assigned.

### **Minimum Qualifications:**

- Must be a current student or recent graduate of a university
- Interest in history and in working with the public
- Comfortable with public speaking

- Good attitude and ability to work in a team environment
- Highly motivated with an ability to adapt to change

**Preferred Qualifications:**

- Experience with collecting and analyzing data
- An understanding of non-profit museum operations
- Experience facilitating a visitor experience in a museum or other historical environment
- Ability to work weekends a plus

**Physical Demands:** The position involves physical movement around the site, and may require standing or remaining stationary for long periods of time. All work will be done on-site at Historic Kenmore.

**Schedule:** Expected working time will not exceed 8-16 hours per week. Schedule is flexible and dependent on the applicant's availability. This internship will last through the summer of 2025.

To apply, please email a resume and cover letter to [alden@gwffoundation.org](mailto:alden@gwffoundation.org) before **May 1<sup>st</sup>, 2025**.