

Proposal #1 – Museum of History and Industry (MOHAI)

Please describe your institution and what role you play.

The Museum of History and Industry (MOHAI) collects and preserves the diverse history of Seattle and the Puget Sound region. Since the founding of the museum, clothing and textiles have been a significant part of the artifact collection. I manage the costume and textile collection, give talks at the museum about our collection and fashion history in Seattle, and I am curating the upcoming exhibition *High Fashion / High Function: Style in Seattle*.

Please outline the project the intern will be involved with and how it will benefit the intern as well as your institution.

This internship will focus on preparation for *High Fashion / High Function: Style in Seattle* which will open in Spring of 2019. This exhibition will tell the fascinating and sometimes contradictory story about clothing in Seattle—a city which is home to high-end retailers and outdoor outfitters, glamorous galas and authentic grunge. Highlighting garments and accessories from the museum's own extensive collection, *High Fashion / High Function* will explore both the stylish and practical side of Seattle, and the surprising ways the two can come together.

I expect this internship to include any or all of the following: dressing mannequins for catalog photography, research, label writing, artifact cleaning, and condition reporting. If this project is selected, I can work with the student to focus on a specific area of interest or create a project around one aspect of the exhibition. This will be an exciting opportunity to work directly with a curator on a fashion-focused exhibition. The museum will benefit by having additional help on this major undertaking. If the selected student is interested and available, there may be an opportunity to come back and assist with install in Spring of 2019 (paid).

Please describe what the intern will be doing specifically on a day-to-day basis.

As described above, the tasks can be flexible based on the particular interests of the intern. Generally, I like to give interns a variety of tasks, providing the opportunity to work hands-on with artifacts (mannequin dressing, artifact cleaning, condition reporting) as well as on curatorial work such as research and label writing.

What skills and knowledge would your ideal intern possess?

My ideal intern would have experience handling artifacts in a museum collection, preferably with some artifact-related coursework. I would also like strong research and writing skills. Sewing experience is helpful but not required. Interest in fashion and Seattle a must!

Are there any potential housing options for this intern in your area?

Not that I know of at this time, but I would be happy to discuss it further with the scholarship winner if they pick this project.

Proposal #2 – Fashion Institute of Design and Merchandising (FIDM)

Please describe your institution and what role you play.

The FIDM Museum and Library, Inc. provides students researchers, designers, and the public with resources to examine the roles off historic fashion, accessories, textiles, jewelry, fragrance, and related ephemera in their relationship to society, history, art, and technology. The collections are sustained by standard museum [practices for continual acquisition, preservation, and display. Educational, outreach, and volunteer programs support he scholarly interpretation of the collections

Please outline the project the intern will be involved with and how it will benefit the intern as well as your institution.

The intern will inventory, digitize, organize and rehouse the FIDM Museum’s Special Collections. These fashion-focused, paper-based materials are currently stored throughout the Museum’s office and storage areas. The intern will gain experience in planning and executing a major collection-based project under the guidance of the Associate Curator. The project will benefit Museum staff and researchers by making the materials more accessible both in-person and online.

Please describe what the intern will be doing specifically on a day-to-day basis.

The internship will be divided into planning and execution phases:

- Re-house materials according to size in archival protective housings.
- Create box labels. Mark locations in database.
- Digitize Special Collections materials, as needed.
- Conduct research for ongoing curatorial projects.
- Assist with exhibition preparation and installation.

What skills and knowledge would your ideal intern possess?

The intern will have a knowledge of 19th and 20th century fashion history, excellent attention to detail, basic computer skills, and the ability to learn quickly. The Associate Curator will provide initial training and guidance, but the intern must be able to work independently for extended periods. Knowing when to ask a question and when to take initiative is crucial.

Are there any potential housing options for this intern in your area?

NO

Proposal #3 – Museum of the Rockies (MOR)

Please describe your institution and what role you play.

The Museum of the Rockies is both a college-level division of Montana State University and an independent 501(c)(3) institution. It is accredited by the American Alliance of Museums and is a Smithsonian Affiliate. The mission of the museum is as follows: “Using the past and present, Museum of the Rockies inspires life-long learning in science, history, culture, and art; advances knowledge through collections, research and discovery; and presents engaging, vibrant exhibits and programming. MOR brings the world to Montana and Montana to the world.”

The Museum was founded in 1957 as a history museum by Dr. Caroline McGill. Since that time, the collection has grown to over 360,000 artifacts encompassing the fields of paleontology, archaeology, photography, fine arts, and regional history. The historic costume and textile collection dates back to the 1850s and numbers over 5000 artifacts.

As the Museum’s Collections Manager and Assistant Registrar, I am responsible for the cataloging, care, and exhibition of the permanent history collection. I oversee collections management interns as well as teach Museum Practices for Montana State University.

Please outline the project the intern will be involved with and how it will benefit the intern as well as your institution.

The Museum’s permanent collection has recently been moved to a newly constructed storage facility and the costume collection has been transferred from wooden carts to steel cabinetry. The intern would be responsible for completing an inventory of the 1940s, 1950s, and 1960s hanging costume collection. This inventory will allow for the completion of missing, inaccurate, and/or incomplete records and supply information such as identification of materials, updated condition reports, documentary photographs, and location codes. The intern will also replace any inappropriate storage materials and update storage methods to current standards.

This project will give the intern insight and experience into the museum inventory process as well as instruction in museum cataloging, cleaning, and labeling standards. The intern will also gain significant experience in assessing mid-century costumes. As many of the current records of the costume collection are missing important information such as location, description, and photographic documentation, this project will benefit the Museum by creating useable, accurate records for researchers, exhibit use, and general public interest.

Please describe what the intern will be doing specifically on a day-to-day basis.

On a day-to-day basis, the intern will be removing one costume at a time from cabinets and checking the costume against its record in the Museum’s database. The intern will update outdated or missing fields as needed, or create a new database record if one does not exist. The intern will take documentary photos of the costume. The intern will provide any necessary cleaning, labeling, and storage needs (e.g. creating padded hangers) before replacing the costume.

What skills and knowledge would your ideal intern possess?

- Familiarity with Mac computer systems
- Some experience with collections management databases
- Strong organizational skills and attention to detail
- Some experience cataloging and packing historic textiles & costumes
- Basic sewing skills
- Ability to identify and date materials and construction methods (independently or with instruction from staff)

Are there any potential housing options for this intern in your area?

Bozeman is both a college town and a town that employs a significant number of seasonal workers. As such, most summer employees find sublets and roommate situations via Craigslist. Shared living spaces tend to run in the \$300-\$600 monthly range. There is free public transportation in town and the Museum is in biking distance from most locations.