Samuel P. Harn Museum of Art

Intern Project Description Form

STAFF CONTACT(S):

VISITOR ENGAGEMENT:	Salina Cardias, Director of Visitor Engagement
TECHNOLOGY:	Michael Quinones, Technology Manager
DEPARTMENT:	Visitor Engagement and Museum Technology
TITLE OF INTERNSHIP:	Data Analytics Intern

BRIEF DESCRIPTION OF INTERNSHIP:

This internship opportunity is seeking an individual enthusiastic about data and using the information to tell a story. This intern will work cross-departmentally with Museum Technology to capture and bring to life a living data dashboard, promoting public awareness while making more detailed data more accessible to key stakeholders. Additionally, they will collaborate with Visitor Engagement to distribute and interpret data from a visitor intercept survey, providing insights that inform decision-making and enhance the visitor experience.

KEY RESPONSIBILITIES:

- Collects, summarizes, and/or analyzes data in preparation for generation of statistical and analytical reports.
- Maintains computerized collection and tracking of relevant data.
- Utilizes specified statistical software to analyze and interpret research data, as appropriate to the individual position.
- Maintains appropriate records of research methods and results.
- Works under guidelines for statistical reporting, analysis, and predictions governed by unit procedures, processes, and manuals.
- Work involves some interpretation of data and/or defining the significance, bias, or extension and prediction of the data to customers or users.

QUALIFICATIONS NEEDED:

- Basic understanding of data and analytic concepts.
- Strong understanding of Microsoft Excel.
- Strong data organizational skills.
- Familiarity with data visualization platforms, such as Power BI.
- Currently pursuing a degree in Computer Science, Data Analytics, or another related field.

HOURS PER WEEK:

- Hours will vary based on availability and the intern's requirements.

LEARNING OBJECTIVES FOR INTERN:

- Learn, apply, and evolve the Harn Museum brand through data-driven storytelling.

- Learn how to collaborate with internal departments on communications strategy and operations.
- Gain experience in data collection and visualization in museums.