

Samuel P. Harn Museum of Art

Intern Project Description Form

Staff Contact Name: Jessica Uelsmann, Senior Registrar

Department: Registration

Title of Internship: Copyright Research Internship

Duration: Spring 2025 | **Hours per week:** 10 (M-F, 8:30-12, 1-5pm)

*Note that due to restricted access of work area, intern must break for staff lunch period.

Brief Description of the Internship: With supervision from the Senior registrar, the intern will research copyright holders for applicable artworks in the museum's collection and add this data to the museum's database. The intern will also tag object records in the database that have copyright implications or fall within public domain. If time allows, intern may also assist in requesting a non-exclusive copyright permission from copyright holders/managers on behalf of the museum. At the end of the semester, intern will provide a procedural document outlining how the project may be sustained by staff and future interns. Intern may also present findings to staff and peers at the end of semester.

Qualifications Needed:

- Due to restricted access of work area, intern is required to have a background check in advance of beginning the project. (The Museum's Human Resources Manager will assist in setting up an appointment.)
- Cordial correspondence and strong verbal and written communication skills appropriate in representing the museum.
- Ability to balance independent research and action with ability to ask for assistance when uncertain how to proceed in the project.
- Creative problem-solving skills.

Learning objectives for Intern:

At the end of the internship, the individual will gain professional and career-building experiences which will assist in future academic and professional pursuits. Through this semester-long research project, this person will receive an overview knowledge of copyright protections and parameters, public domain, and the various uses of collection images within art museums. Intern will also learn basic functions of The Museum System, a pre-eminent database within the museum-field.