

## Programs and Education Internship

*Programs & Communication - Programs and Education*

**Compensation:** \$2,500.00

**Application deadline:** March 13, 2026

The Mississippi Department of Archives & History (MDAH) is seeking a *Programs and Education Intern* to join the Programs and Education team within the Programs & Communications division. This internship offers unique opportunities to learn about all aspects of educational programming for teachers and students across all MDAH sites. Working with the education section, the intern will create primary source-based education resources for teachers to use in the classroom. In addition to classroom resources, the intern will work with the programming and education section on fall student programming and the annual Fall Teacher Workshop.

### Primary Responsibilities:

- Creating educational resources using primary sources found in the MDAH Digital Archives
- Working with Programming and Education staff on summer/fall programming across all MDAH sites
- Working with programming and education staff on the planning and development of the annual Fall Teachers Workshop
- Researching and editing other projects that may arise
- Present a final project report at the Intern Expo on July 30

### Requirements:

- Currently enrolled in an accredited bachelor's or master's degree program, preferably in education, history, programming, or a related field
- Excellent communication skills
- Interest or previous experience in educational settings; history, education, or organizational programming majors preferred
- Excellent written skills
- Experience with the Microsoft Office suite
- Ability to work independently and navigate the digital archives
- Willingness to learn and grow

### Time Commitment:

This internship runs from June 1 to July 31 and requires a minimum of 160 hours. Work hours are flexible, Monday through Friday between 9:00 a.m. and 5:00 p.m., with the specific schedule determined by mutual agreement between the intern and MDAH staff. Some exceptions may apply for required intern enrichment activities, professional development opportunities, and the final Intern Expo.

### How to Apply:

Submit an online application through the [MDAH website](#) by March 13, 2026.

For more information, please contact the Human Resources Program Manager, Meredith Kent, at (601) 576-7304 or [mekent@mdah.ms.gov](mailto:mekent@mdah.ms.gov).