



MUSEUM OF EARLY TRADES & CRAFTS

Inventory and Re-Housing Project at the Museum of Early Trades & Crafts (METC)
www.metc.org

About METC

METC is a New Jersey history museum founded in 1969. Our mission is to inspire a connection with New Jersey's history, culture, trades, and crafts. We are an inclusive and collaborative organization where all feel welcome. We uphold the highest standards in museum practice with a professional staff, creating experiences and shared stories of the past to help visitors discover our collective history and culture. METC maintains a collection of over 8,900 18th and 19th century artifacts to communicate these stories.

Project Background

The museum is embarking on a multiyear project for the design of a state-of-the-art viewable storage facility. The goal of this project to create one accessible space where all artifacts will be housed in the same facility and monitored under high-level temperature and humidity systems. In the preparation of this new space, METC has moved artifacts to offsite storage. In partnership with the Curator of Collections & Exhibits, the intern will assist in conducting a comprehensive collection inventory of the 8,900+ artifacts housed in offsite storage and onsite at METC.

Scope of Internship

METC seeks an intern to assist in the above project. This project is ongoing, and internships will be available each semester. Students will work with the Curator of Collections & Exhibits and additional METC staff to conduct collection-wide inventories of artifacts housed offsite and onsite at METC in part of the comprehensive inventory.

Hours & Travel

Ideally, this student would work with METC staff 2-3 days a week for a maximum of 6 hours a day. This internship must be part of the student's coursework and approved by the student's department head or advisor. Students will need to possess their own car or have other means of transportation to and from the museum locations. The Museum is located just a few blocks from the Madison stop on the Morris & Essex NJ Transit Line. Interns will need to be comfortable lifting objects on shelving units or boxes up to 35 lbs.

To Apply

Please send a letter of inquiry and resume to operations@metc.org and curator@metc.org.

METC follows all CDC guidelines regarding COVID-19 including masks, hand hygiene, cleaning of workspaces and social distancing guidelines. Students should be prepared to wear masks while working in the same spaces as others and follow the procedures. Training and policies will be given prior to beginning an internship.