Smithsonian Exhibits (SIE) is the Smithsonian's exhibit planning, design and production office and supports all the museums and program offices with a public exhibition or education function. Interns work under the guidance of SIE staff and are assigned to work on tasks appropriate to their qualifications and talents. They have the opportunity to practice and strengthen their existing skills, develop new skills, and exercise responsibility and creativity within a supportive, encouraging environment. SIE's departments are Design, Graphics, Fabrication, 3D Studio, Exhibit Planning, and Administration.

Design Studio – Design interns should have experience in graphic design and/or architectural design, with the ability to prepare computer generated print-ready files or scaled architectural drawings, working in InDesign, Photoshop, Illustrator and Vectorworks. A background in museum studies is a plus. Applicants for a design internship should prepare a portfolio showing examples of their design work.

Graphics Shop – Graphics interns will aid in the production of exhibition graphic elements. Tasks may include interpreting drawings and layouts; archival matting and framing; plotting, weeding and installing vinyl lettering; printing, mounting and laminating digital prints; mounting and cutting exhibit labels; and assisting with exhibit installations. Knowledge of Adobe Illustrator, InDesign and Photoshop is a plus.

Fabrication Shop – Fabrication interns should have basic carpentry skills and know how to use hand tools and power machinery. They should be able to lift and move heavy loads on occasion. Tasks may include cabinetry, welding, CNC programming and cutting, sheet plastics work, finishing, crate construction, artifact packing, and exhibit installation.

3D Studio – 3D Studio interns should know how to use hand tools and power machinery and have fine art, sculpture or shop experience. Tasks may include making models and replicas; fabricating custom artifact mounts and brackets; and assisting in exhibit installations. Interns may gain experience with 3D software modeling programs, such as Rhino and Zbrush, and 3D scanning and printing.

Exhibit Planning – Exhibit planning interns should have a background in museum studies and writing. Tasks may include compiling and analyzing current or past project data, attending project meetings, writing or editing exhibit scripts, and assisting project managers in developing budgets, schedules and price quotes.

Administration – Administration interns should have some business experience. Work includes day-to-day office operations, analysis of office budgets, purchasing, and support of office initiatives.

Office of the Director – Marketing interns work with the SIE Director and the internal marketing team. They should have a background in writing, photography/videography and social media. Work may include taking photographs and possibly video of work in progress and completed projects, updating the SIE website, and developing content for Facebook, Twitter, and other social media.

Term: 10 weeks
Deadline: Applications accepted year-round with unspecified deadlines, except for the summer. February 15 for the summer internship. Apply through SOLAA:
https://solaa.si.edu/solaa/i/app/registrations/generalAccountRegistration2.jspx