

# **U.S. Army Heritage and Education Center**

## **Internship Description**

**The USAHEC offers in-depth professional experience through internships to students pursuing undergraduate and graduate degrees. Enrollment in a degree program is not required. Our dedicated internship mentors provide personal leadership to students who join their team. The USAHEC is a world-class working archive, museum, and educational facility; the USAHEC Internship Program is intended to provide real-world experience in the history, public history, museum, archival, public relations, graphic design, and library fields to eager and motivated students. The interns will support the mission and vision of the USAHEC and support daily activities and special projects supervised by USAHEC employees.**

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<b>Position:</b>	Outreach and Marketing Intern
<b>Branch:</b>	Visitor and Education Services
<b>Mentor:</b>	K. Warner
<b>Description:</b>	Work with the USAHEC education team to develop outreach, marketing materials for a wide audience and for media distribution. Research and write press releases for a variety of programs and events. Help to plan and execute education programs for military and public audiences.
<b>Minimum Required Hours:</b>	240
<b>Required Coursework, Experience, and Skills:</b>	Bachelor's Degree in Marketing, Public Relations, Journalism, History, Public History, Applied History, or similar degree. High-performing undergraduates will be considered. Proficient in Microsoft Office Products. Familiarity with Adobe products preferred.
<b>Required Documents:</b>	Internship Application (available on USAHEC website), Targeted Resume, Cover Letter

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**Email required documents to the USAHEC internship coordinator.**

**Mr. Karl Warner**  
**karl.k.warner.civ@mail.mil**  
**717-245-4491**