



## ExxonMobil Community Summer Jobs Program

### 2020 Summer Internship Program

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#### Education Intern

Holocaust Museum Houston is seeking an Education Intern to support the Education Department's numerous summer programs. The intern will work closely with the Education Department to set up and run conferences and workshops for teachers and summer learning experiences for students. Duties will include event set up and take down, organizing materials, data entry, email outreach, supervising students, and other duties as assigned.

#### Qualifications:

- Enrollment in an undergraduate program as a sophomore, junior, or senior in Fall 2020
- Be available to attend the ExxonMobil CSJP Kickoff (the week of June 1st) and the ExxonMobil CSJP Closing Ceremony (the week of July 27<sup>th</sup>)
- Interest in the Holocaust, human rights, and genocide
- Majoring or minoring in history, education, political science, economics, English, or related field

#### Required skills:

- Ability to work with Microsoft Office Suite, Google applications, Macs, and iPads
- Excellent verbal and communication skills
- Ability to work effectively with a team
- Excellent interpersonal, organizational, and communication skills
- Experience working with students/children preferred
- Spanish language skills a plus



**Date:** June 1, 2020 – July 24, 2020 (8 weeks total)

**Hours:** 35 hours per week

**Paid Internship:** \$2,750 salary

**To apply:** Email cover letter and resume to Heleva Bacchus at [HBacchus@hmh.org](mailto:HBacchus@hmh.org)

**The eight-week paid internship is made possible through a grant from the ExxonMobil Foundation.**

**Holocaust Museum Houston  
Lester and Sue Smith Campus  
5401 Caroline St.  
Houston, TX 77004**