

**Pipestone County
Historical Society**

113 South Hiawatha
Pipestone, MN 56164



Pipestone County Historical Society invites applications for the position of:

Museum Intern

OPENING DATE: 3/2/2026

CLOSING DATE: 3/27/2026

SALARY: \$13.50 per hour

(All applications must be submitted by 4:00 p.m. on the date the position closes.)

GENERAL INFORMATION: The Pipestone County Historical Society is a private, nonprofit organization that operates the Pipestone County Museum, located in the former Pipestone City Hall building at 113 S. Hiawatha Ave. in Pipestone, Minnesota. The organization preserves and maintains the Museum archive and collection, five historic properties in the City of Pipestone, and provides educational outreach throughout the county to people of all ages. The mission of the Pipestone County Historical Society is to foster an awareness of Pipestone County's history and its connection with the history of Minnesota, the region and the nation, reflecting the belief that the study of the past can enrich people's perspectives on the present and provide them guidance for the future.

This summer internship position is anticipated to begin May 25, 2026, and end August 14, 2026.

Application review will begin on Tuesday, March 31, 2026.

EXAMPLES OF DUTIES INCLUDE: The goal of this internship is to introduce the successful applicant to the various types of responsibilities in the Museum field. As such, responsibilities will include working with the Museum Educator to conduct in-house research. The successful applicant will present their research across a variety of platforms for the purpose of public education. The position will also include working with the Museum's Collection and Exhibits Manager on the many aspects of this role including cataloging items in the Museum's software system to the proper care, storage, and display of artifacts. General customer service skills in working with the public will also be required.

EXPECTATIONS: The successful candidate will work 28 hours per week for a total of 12 weeks. Some evening and/or weekend hours may be required. The successful applicant will have excellent customer service skills with individuals of all ages, be able to work independently on projects as assigned while seeking guidance as needed and be able to pass a background check.

TO APPLY: Please drop off or send a cover letter and resume to the Pipestone County Museum at the above address or email them to museum@pipestonecountymuseum.com. Please use Internship Application in the subject line.