

WHO IS ELIGIBLE TO APPLY?

Eligibility is limited to graduate students and rising in-service cultural professionals who are affiliated with an indigenous community. We are looking for candidates who are of Native American, Alaska Native, or Native Hawaiian descent. First Nations descendants are also welcome to apply. Participants must be legally authorized to work in the United States and will be required to provide proof of lawful work status in accordance with the Immigration Reform and Control Act of 1986. Background checks will be conducted upon acceptance into the program and are required to begin work.

HOW IS THE PROGRAM STRUCTURED?

The Long-term Fellow must be in residence in Salem, Massachusetts for the duration of the one year Fellowship. The Fellow will contribute to the PEM community as full-time as a member of the Exhibition Research and Publishing (ERP) team, which supports collections curators on exhibition planning, implementation, and other curatorial projects. Throughout this intensive work experience, the Fellow will observe, research and engage in projects and tasks that require collaboration across many departments to experience how PEM creates and innovates. The Fellow may be asked to accompany Native American Fellowship (NAF) Program staff on occasional field trips and other scheduled events with the museum community. The Employee Experience department, the NAF Director, and the NAF Program Specialist will be on hand to welcome and provide additional support and mentorship through initial orientation, regular consultation and ongoing goal setting, review and communication.

WHAT IS THE APPLICATION PROCESS?

The following materials must be submitted (mailed, faxed, emailed or dropped off) on or before the posted deadline on Friday, July 28, 2017:

1. The Native American Fellowship Program application
2. Three essays, 250-400 words each
3. Writing sample, 10-15 pages, double spaced—this can be a previous academic paper, exhibition or grant proposal or extensive blog post
4. A complete curriculum vitae listing education and employment
5. Three letters of recommendation
6. Official transcripts from all higher education programs attended within the past five years

WHAT IS THE SELECTION PROCESS?

Following the application deadline, applications will be reviewed. Finalists will be selected for up to two rounds of telephone and/or Skype interviews with program staff. This formal interview is required for consideration, but does not guarantee a position in the program. Selection will be based on the application, references, supporting documentation, the interview process and the match between Fellows' interests and projects planned.

PLEASE SUBMIT COMPLETED APPLICATION TO:

Jennifer Himmelreich, Native American Fellowship Program Specialist

161 Essex St.
Salem, MA 01970 USA

978-542-1894
978-744-0731 (fax)
jennifer_himmelreich@pem.org

Complete application deadline, including transcripts and references, is due Friday, July 28, 2017.

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