**Facilities Master Planning Internship Opportunity**

Smithsonian Institution  
Smithsonian Facilities

**Project Name:** Assist with Master Planning Projects Across the Smithsonian  
**Number of weeks:** approx. 10 weeks with the ability to extend to 12 weeks  
**Location:** 600 Maryland Ave. SW, Washington

**Click here to apply.**

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**PURPOSE OF SMITHSONIAN FACILITIES INTERNSHIPS AT THE SMITHSONIAN**

The primary purposes of the Smithsonian Facilities (SF) Facilities Master Planning internship is to provide a practical learning experience in museum facilities planning. Expected competencies will vary according to the specific area of study within the candidate’s professional degree program, academic requirements of the university, and professional goals of individual students.

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**PROJECT DESCRIPTION**

Master Planning branch is overseeing master plan projects for museums and campuses across the Smithsonian, including comprehensive studies that will guide the future for the Suitland Collections Center, the South Mall Campus, National Museum of American History, National Museum of the American Indian and for Education Spaces throughout our museums. We are also active in the pan-Institutional Climate Change Adaptation Planning effort and the intern will have the opportunity to learn how we incorporate resilience strategies in our long term plans. We will also be initiating a major master plan update for the National Museum of Natural History. The intern will assist in a variety of tasks including assembling project background information, developing schedules and scopes of work, and communicating with external architectural teams and internal stakeholder committees. Based on the intern’s interests and academic emphasis, we will identify specific areas of focus where they can support one or more of these projects and develop their planning and design skills. The Master Plan branch is also responsible for obtaining design and planning approvals from external review agencies such as the National Capital Planning Commission and the intern may participate in informal staff meetings and attend formal hearings with the Smithsonian team.

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**STUDENT RESPONSIBILITIES**

Students will engage in activities which contribute to the smooth functioning of the specific internship experience. Depending on the internship experience, students will be expected to demonstrate skill and or knowledge from among the following: oral and written communication, leadership, initiative, and self-monitoring. Preference in selection will be given to students who have completed at least 3 years of an undergraduate professional degree in Architecture, Planning, Landscape Architecture or Historic Preservation; and those who are pursuing a masters degree in those disciplines. Students should have written and verbal communications skills, and coursework that includes exposure to architectural, landscape and city planning history and design.

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**SUPERVISORY RESPONSIBILITIES**

Supervisor will provide students with assignments and activities which will provide the opportunity for the student to learn about, and participate in a professional capacity in the management of facility development and campus master plans. Supervisor is also responsible for identifying the expectations of the project and the provision of opportunities to participate in meetings and presentations for current master planning projects, and the provision of resources, time, and support to facilitate the successful completion of the assignments.

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**PROJECT OUTCOMES**

1. Complete background documents and other items for upcoming master plans
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2. Presentation to SF senior staff of final project (including process used, results obtained, benefits to SF and suggested follow-on work)

### LEARNING OBJECTIVES

1. Develop an understanding of the components of a successful campus or facility master plan.
2. Develop an understanding of specific planning and design requirements for diverse museum facilities and federally funded facilities.
3. Learn how to structure projects to provide excellent guidance for future facilities investment; involvement of stakeholders and appropriate accountability.

Visit our website for more information. | E-Mail: sfinternship@si.edu