

DOLEMAN BLACK HERITAGE MUSEUM

Potential Internship Opportunities — 2026–2027

Experience the Triumph of the Human Spirit Over Adversity

The Doleman Black Heritage Museum (DBHM) offers internship opportunities for students interested in gaining practical experience while supporting the preservation, interpretation, and advancement of African American history in Hagerstown and Washington County.

Internships may be structured around a student's academic program, skills, interests, and required internship hours.

STUDENT INFORMATION

Name: _____

Program/Major: _____

Expected Graduation: _____

Phone: _____

Email: _____

Required Internship Hours, if applicable: _____

Availability: _____

INTERNSHIP AREA(S) OF INTEREST

☐ Capital Campaign

Scope of Work: Support DBHM's long-term capital campaign for the development of its future museum campus.

Potential assignments may include:

- Donor and prospective funder research
- Corporate and foundation prospect identification
- Sponsorship development
- Campaign database and contact organization
- Fundraising communications and campaign materials
- Research supporting grant and major-gift opportunities
- Capital campaign events and community outreach
- Documentation of campaign activity and progress

☐ **Operational Campaign**

Scope of Work: Support fundraising and development activities necessary to sustain DBHM's ongoing museum operations, programs, and community engagement.

Potential assignments may include:

- Annual giving and donor outreach
- Membership and supporter development
- Sponsorship research
- Donor database organization
- Fundraising correspondence
- Community partnership development
- Special-event support
- Research into sustainable operating revenue opportunities

☐ **Social Media**

Scope of Work: Help expand DBHM's digital presence and use social media to connect museum history, programs, collections, and activities with broader audiences.

Potential assignments may include:

- Social media content development and scheduling
- Historical and educational storytelling
- Promotion of museum programs and events
- Audience engagement
- Photography and short-form video content
- Content calendar development
- Social media analytics and reporting
- Identification of opportunities to increase digital reach

☐ **Marketing & Communications**

Scope of Work: Support DBHM's public visibility, audience development, and institutional communications.

Potential assignments may include:

- Marketing campaign development
- Promotional materials and digital communications
- Media and community outreach
- Press and publicity research
- Newsletter and email communications
- Audience and market research
- Event promotion
- Development of consistent messaging supporting DBHM's mission and programs

STUDENT INTEREST

Why are you interested in interning with DBHM?

What skills or experience would you bring to the internship?

What would you like to learn or accomplish during your internship?
