



Costume Society of America  
*Education • Research • Preservation • Design*

Costume Society of America-Western Region  
**Jack Handford Summer Internship: SUMMER 2012**

**FOR STUDENTS APPLYING FOR INTERNSHIP**

The Western Region presents the Jack Handford Summer Internship for the summer of 2012. This winning applicant will receive a \$2000 stipend for a student internship with an accredited museum or institutional costume collection. CSA will supply a choice of pre-selected host institutions.

Applicants must be current CSA Western Region members to apply. The internship is open to undergraduate students about to commence their senior year and graduate students. Students are required to write a 300-word essay to be included in the Western Region newsletter upon completion of this internship.

To apply, please fill out the CSA Jack Handford Summer Internship Application and submit with:

- One letter of recommendation from a faculty member
- A current CV including the following information: educational background, major(s) or field of study, related experience in collections or museum, familiarity with computer programs and computer skills (Word, Excel, databases, scanning), computer systems (Mac or PC or both), mannequin dressing, packing/storing textile and/or costumes, photography, etc...
- Copy of academic transcripts (must maintain a 3.0 GPA)
- 300-word essay explaining your goals within the field and why you would like this internship

**FOR INSTITUTIONS APPLYING TO SPONSOR AN INTERNSHIP**

The Western Region is looking accredited institutions to host a student intern for the summer of 2012. To make a proposal, please fill out the CSA Jack Handford Summer Internship Institution Sponsor Proposal. This proposal should include the following information:

- Name of internship sponsor, title/position
- Outline of the project with which the intern will be involved
- Nature of the work intern will be doing
- Skills the intern should ideally possess
- Potential housing options for an out-of-town intern

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Please submit these materials by **February 1, 2012** to:

**Melinda Webber Kerstein, CSA-Western Region, Student Award Chair**  
**5269 Townsend Avenue, Los Angeles, CA 90041**  
**melindakerstein@me.com**