

Museum Audio Visual Internship

Administration - Information Systems

Compensation: \$2,500.00

Application deadline: March 13, 2026

The Mississippi Department of Archives & History (MDAH) is seeking a motivated individual to serve in the Information Systems section of the Administration Division as the *Museum Audio Visual Intern*. The Museum AV Intern will play an important role in supporting audio-visual operations across the Museum of Mississippi History, the Mississippi Civil Rights Museum, and the Old Capitol Museum to assist with daily AV troubleshooting, system maintenance, and Helpdesk response. This intern will work closely with the Museum Systems Specialist to gain hands-on experience with the technical infrastructure that powers museum exhibits and public programming.

Primary Responsibilities:

- Assist with configuring, installing, and maintaining hardware and software
- Provide end-user support for a wide range of technical issues
- Deliver audio and video support for programs and events at the Two Mississippi Museums
- Troubleshoot and help resolve technical challenges with museum exhibits and systems
- Participate in AV upgrades, system replacements, or exhibit technology refresh projects
- Assist with inventory management of AV equipment, cables, and spare components
- Support equipment setup and breakdown for internal meetings, public programs, and special events
- Present a final project report at the Intern Expo on July 30

Requirements:

- Currently enrolled in an accredited bachelor's or master's degree program, preferably in Information Technology or other related programs.
- Ability to communicate technical information clearly to non-technical staff
- Commitment to completing technical troubleshooting tasks from start to finish
- Strong aptitude for learning new technologies
- Foundational knowledge of hardware, software, AV equipment and systems

Time Commitment:

This internship runs from June 1 to July 31 and requires a minimum of 160 hours. Work hours are flexible, Monday through Friday between 9:00 a.m. and 5:00 p.m., with the specific schedule determined by mutual agreement between the intern and MDAH staff. Some exceptions may apply for required intern enrichment activities, professional development opportunities, and the final Intern Expo.

How to Apply:

Submit an online application through the [MDAH website](#) by March 13, 2026.

For more information, please contact the Human Resources Program Manager, Meredith Kent, at (601) 576-7304 or mekent@mdah.ms.gov.