London Sample Internship List – History

INDUSTRY DESCRIPTION

London is a city rich with history and culture and we work with a range of organisations that would suit students majoring in History or looking to pursue a career related in this field. Students should give as much detail as possible about their specific areas of interest, ie. Art History, Archiving, European History, Education and should also demonstrate good research and communication skills. As a number of these sites are small-medium sized organisations, candidates should be positive self-starters with a can-do attitude and an ability to work independently as well as with a team.

Examples of Past Placements (Please note that the following sites are a brief cross-section of current CAPA internship host sites and should not be considered as a guarantied location for your placement. All internship & service learning placements will be dependent upon each individual applicant's application documents, prior experiences, demonstrated skills and their aspirations and goals.)

Commonwealth Policy Studies Unit	Commonwealth Policy Studies Unit is a think-tank for the Commonwealth of 53 nations. It fulfills its mission primarily through ongoing programmes for externally funded research projects, a series of events, and an extensive body of briefings and publications.
Historical Association	The Historical Association support the study and enjoyment of history at all levels by creating an environment that promotes lifelong learning and provides for the evolving needs of people who share an interest in history. They also lead activities and campaigns to raise the profile of history at local and national levels. They strive to achieve this by encouraging wide membership, offering information and education and campaigning for history.
The National Army Museum	The National Army Museum covers the history of the British Army from its origins to the present day. The Museum aims to gather, maintain and make known the story of the British Army and its role and impact in world history and to provide a museum experience that meets the widest range of public need and connects the British public with its Army.

Westminster Archives	The City of Westminster Archives Centre is a modern, purpose built archives centre. Its collections are largely unique and form the most complete picture of Westminster's history and growth in existence. They extend to over 5 kilometres of shelving and include around 60,000 illustrations dating from Tudor times to the present day (the earliest original item dates from 1256) as well as many other types of historical record.

POTENTIAL PROJECT OPPORTUNITIES

Project opportunities will be dependent upon the current needs within the organisation and the demonstrated skills and abilities shown by each intern. It is imperative to remember that project opportunities will develop over time and throughout internship placements. Projects may include but are not limited to:

Research & Analysis – Archiving - Design - Developing Publications & Presentations – Events Support - Educational Projects & Workshops – Creation of Promotional Materials – Social Media Development – Office Administration

TRANSFERABLE SKILL SETS

It is essential to maximise every opportunity within the internship placements. If tasks and duties are approached in a professional manner, interns can take away additions skills and abilities that will be of benefit to their personal and professional development. Transferable skills sets include but are not limited to:

Strong Interpersonal Skills - Good Oral & Written Communication Skills – Methodical Approach and Excellent Attention to Detail - Analytical Ability – Creativity & Imagination – Independent Work & Teamwork – Organisation – Research - Presentation