



HEURICH HOUSE MUSEUM

THE BREWMASTER'S CASTLE

Heurich House Museum Events Intern – Summer 2019

About the Heurich House Museum

The Heurich House Museum preserves the legacy of Christian Heurich and enriches the creative economy of Washington, DC. The private non-profit Heurich House Museum preserves the historic Heurich House mansion as a museum and community center. The mansion, which was built from 1892-94, was the home of German immigrant, local brewer, and philanthropist Christian Heurich (1842-1945). Recognized as Washington, DC's most successful brewer, he ran the Chr. Heurich Brewing Co. until his death at 102. The mansion is notable for its technological innovations, original interiors, and rich archival collection of one of the most important local families. The museum is open for regular public events and public tours. Private tours and event rentals are also available.

The museum educates the public about the life and times of Christian Heurich and promotes a deeper understanding of late-Victorian architecture, technological innovation in the built environment, the brewing industry of Washington, DC, and the German immigrant experience in America.

The Heurich House Museum is seeking a charismatic team player to assist the Director of Special Programs with event management. Events currently include concerts, meetings, filming sessions, photography sessions, receptions, dinners, weddings, and beer tastings, etc. The ideal candidate should be willing to jump into any task, get their hands dirty, ask questions, and have a good attitude.

Job Description

Under the supervision of the Director of Special Programs, the Events Intern would work in coordination with staff, guides, and volunteers in a variety of capacities and on a range of tasks, which may include, but is not limited to, the following:

- Assisting with the planning and execution of private events;
- Other event management duties as assigned.

This is an internship for credit only.

Required Experience, Skills, and Availability

- Must be enrolled in a B.A., M.A., or graduate degree program at a college or university of recognized standing with major course work in events management, hospitality, American history, public history, museum studies, liberal arts, art, architecture, or related field
- Demonstrated interest in events or previous hospitality experience
- Data entry skills
- Self-starter and team player

- Excellent oral and written communication skills
- Creative problem solver and highly organized
- Good attitude
- Availability on weekdays required
- Evening/weekend availability is optional
- Able to commit to a minimum of 8-10 hours per week (over 2 days)
- Number of hours per week is flexible based on program requirements

Email resume, cover letter, and 1-2 page writing sample to hr@heurichhouse.org. No phone calls.

The Heurich House Museum values diversity of culture and thought and seeks talented, qualified employees in all its operations regardless of race, gender, national origin, religion, sexual orientation, disability, age or any other protected classification under country or local law.