



Kingston & Area Association of Museums, Art Galleries and Historic Sites

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Organization Background

The Kingston & Area Association of Museums, Art Galleries and Historic Sites, otherwise known as KAM, is a not-for-profit professional network and collaborative resource hub supporting the Kingston region's cultural heritage sector.

KAM first emerged over 45 years ago as a community-initiated professional support network created to promote public awareness and increase engagement with museums, galleries, historic sites, archives, and other cultural organizations through collective promotional and programming initiatives.

KAM also supports its membership through professional development, advocacy, public engagement, collaborative partnerships, resource sharing, and the dissemination of sector information and best practices.

From its inception, KAM has been guided by the belief that cultural heritage organizations can achieve more by working collaboratively. Despite differences in organizational size, mandate, staffing, governance, and resources, KAM members share a commitment to improving professional practice, strengthening community connections, and making cultural heritage more accessible and meaningful to the public.

For more information, visit: www.kingstonmuseums.ca

Follow us on Facebook and Instagram: @kingstonmuseums

Description of Internship Activities

KAM is seeking a history student to develop content for "KAM Field Notes: Journeys Through Our Member Sites," a public history and storytelling series exploring museums, galleries, historic sites, archives, and cultural organizations throughout Kingston and the surrounding region.

The intern will research and visit a minimum of three KAM member sites. Each visit will result in a first-person Field Notes article and a short accompanying video vlog. The project will combine historical research, place-based interpretation, public history, photography, interviewing, and digital storytelling.

Part A: Research and Site Visits

For each of the three selected sites, the intern will:

- research the history of the organization, property, collections, and surrounding community
- review relevant primary and secondary sources
- visit and explore the site from a visitor's perspective
- identify significant stories, objects, exhibitions, spaces, or themes
- speak with at least one staff member, volunteer, curator, interpreter, or community representative
- take photographs and video footage with permission

- gather current visitor information, including hours, admission, accessibility, and location details

Sites will be selected in consultation with KAM staff and should represent a range of communities, organizational types, collections, and historical themes.

Part B: Field Notes Articles

The intern will produce a minimum of three Field Notes articles of approximately 800 to 1,000 words each. Articles will combine historical context with the intern's first-person experience. Articles should be historically informed, engaging, and accessible to a general audience. They are not intended to be formal reviews or evaluations of member organizations. Historical information, quotations, images, and archival materials must be properly sourced and credited.

Part C: Short Video Vlogs

Each article will be accompanied by a short video vlog of approximately 60 to 90 seconds. The video will provide a brief, engaging version of the Field Notes experience and may include. The intern will assist with planning, scripting, filming, narration, editing, and captioning each video. All photographs, video footage, music, quotations, and third-party materials must have appropriate permissions and credits.

Editorial Process

KAM staff will connect the intern with participating member organizations and provide guidance throughout the placement. Draft articles and videos will be reviewed by KAM staff. Participating sites will also be invited to confirm historical facts, names, quotations, image credits, visitor information, and other organizational details before publication. The intern's first-person reflections should remain authentic to their experience.

Other Considerations

The placement student must be able to work independently, conduct historical research, manage multiple project components, and meet agreed deadlines.

The successful student should possess:

- strong historical research and writing skills
- an interest in public history, museums, heritage, archives, art, and community storytelling
- an ability to communicate historical information to general audiences
- strong interpersonal and professional communication skills
- attention to historical accuracy, citations, permissions, and image credits
- sensitivity when working with difficult, contested, or underrepresented histories
- basic photography and digital media skills, or a willingness to learn
- strong organizational and file-management skills

The intern will be expected to meet with KAM staff regularly to discuss progress, research findings, upcoming visits, editorial feedback, and project priorities. The placement may be completed through a blended model of work at the KAM office, remote work, independent research, and travel to KAM member sites. The student must provide their own laptop and reliable access to the internet when working remotely. Travel to member sites will be required. Transportation arrangements, scheduling, and any eligible expenses will be discussed with KAM staff before visits are confirmed. The student will be required to sign applicable confidentiality, consent, copyright, image-release, and waiver documentation and will participate in an orientation at the beginning of the internship placement.