



**CITY OF MADISON, INDIANA  
M.A.I.N. PROGRAM APPLICATION  
Madison Advanced Intern Network**

**The Madison, Indiana M.A.I.N. Program:**

The goal of the Madison Advanced Intern Network (M.A.I.N.) is to open up the City of Madison and its top-notch preservation-associated organizations to highly qualified and passionate historic preservation minded students. This 9-week internship program will provide students and recent graduates with valuable hands-on experience in research, program development, and field work in historic landscapes, historic preservation, community development, heritage tourism, museum studies, communications, and marketing.

Please visit this link to see a glimpse of the summer of 2014 MAIN program:

<http://mainprogram.tumblr.com/>

**About Madison, Indiana:**

Located on the Ohio River Scenic Byway in Southern Indiana, Madison is truly a quaint "river town" even offering a marina for those visitors traveling by boat. As Charles Kuralt wrote after a visit to Madison, "For me the princess of the rivers is unquestionably Madison. It is the most beautiful river town in America." With 133 blocks (over 2,000 structures) of the country's most notable architecture all listed on the National Register of Historic Places, Madison is Indiana's largest historic district. Three sites, The Lanier Mansion State Historic Site, the Shrewsbury-Windel House, and Eleutherian College are designated as National Historic Landmarks. Madison has been awarded National Historic Landmark District designation joining Savannah and Charleston as national treasures.

**Employers:**

There are eight organizations participating in the 2015 Summer M.A.I.N. Program for historic preservation organizations. Each organization will be hosting one intern for the duration of the 9-week program. For those 9-weeks the intern will work at least 40 hours a week, for one of the following organizations. Each organization offers a unique project and job description. You may view each organization's job description below. When applying, please list your first, second, and third choice placement.

1. City of Madison, IN- Office of Historic Preservation and the Office of Community Relations and Development
2. The Cornerstone Society, the Indiana Landmarks affiliate in Jefferson County
3. Visit Madison, Inc.
4. Madison Main Street Program
5. Historic Madison, Inc.
6. Madison Area Chamber of Commerce



Graduation Year: \_\_\_\_\_ GPA: \_\_\_\_\_

Major area of Study: \_\_\_\_\_

Minor area of Study (if applicable): \_\_\_\_\_

Graduate School (if applicable): \_\_\_\_\_

Graduation Year: \_\_\_\_\_ GPA: \_\_\_\_\_

Major area of study: \_\_\_\_\_

How did you learn about the M.A.I.N. program?

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**Your Completed Application Should Include the Following:**

1. Resume
2. Two (2) original letters of recommendation from either your current or previous academic institutions and/or current or previous employers.
  - a. Letters of Recommendation should be either emailed or mailed to the Preservation Coordinator (address listed below) directly from the author.
  - b. If emailing, the author of the letter must put in the subject line: "Letter of Recommendation- MAIN Program-name of student applicant."
  - c. If being mailed, the post mark date on the letter of recommendation must be on or before February 28, 2015.
3. A Personal Statement answering the following questions:
  - Please describe your career plans and explain how being a part of the Madison Advanced Internship Network will help you achieve goals.
  - Please describe how you became interested in your current field of study and why you are pursuing a career in it.
  - What do you hope to achieve working as a M.A.I.N. Intern and what do you believe you can contribute?
4. Writing sample or examples of completed projects (optional).

**Top Three Placement Preferences:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Best way to contact you? (Circle one)

Phone \_\_\_\_\_

Email \_\_\_\_\_

All questions regarding the M.A.I.N. Program may be directed to:

Julianne Steger- Preservation Coordinator for the City of Madison, IN.

Phone:(812)-274-0283

Email: [preservation@madison-in.gov](mailto:preservation@madison-in.gov)

In order to be considered for a position, all application material must be received no later than February 28, 2015. Please email or mail the complete application and required documents to:

Julianne Steger

[preservation@madison-in.gov](mailto:preservation@madison-in.gov)

Office of Historic Preservation

City of Madison, IN

City Hall

101 W. Main Street

Madison, IN 47250

# Madison Advanced Internship Network

## Organization Job Description

<p>Organization:</p> 	<p>City of Madison, IN- Office of Historic Preservation and the Office of Community Relations and Development</p>
<p>Organization Overview:</p>	<p>Office of Historic Preservation: The office of Historic Preservation is dedicated to preserving, protecting, and promoting Madison's rich cultural and architectural heritage. The office is the first contact point for individuals who live or own property within the downtown Local Ordinance Historic District. In this way, the preservation planner supports the Historic District Review Board through reports, recommendations, and information.</p> <p>Office of Community Relations and Development: Community Relations and Development first and foremost acts as the city's liaison to Madison's many festivals, committees, non-profits, and other organizations. It spearheads various efforts devoted to community development and improvement. Quality of life issues, such as housing, workforce development, recreation improvements, tourism and industrial / economic development are also addressed.</p>
<p>Internship Job Description:</p>	<p>The Office of Historic Preservation and the Office of Community Relations and Development seek a summer intern to help with grant writing and/or grant implementation. The selected intern will also be involved in other projects which include, but are not limited to, being involved with the Historic District Board of Review COA application process and meetings, the P.A.C.E. Program procedure, as well as helping with city sponsored events.</p> <p>Job duties may include:</p> <ul style="list-style-type: none"><li>- Researching grant opportunities</li><li>- Writing a grant application</li><li>- Working with the Preservation Coordinator in regards to the Historic District Board of Review meetings.</li><li>- Working with the Preservation Coordinator to develop a training program for Historic District Board of Review members.</li><li>- Working with local preservation and community development organizations</li><li>- Working with the Director of Community Relations and Development on City sponsored events</li><li>- Developing a workshop schedule for Fall 2015.</li><li>- Creating a plan and executing the social media and web-presence plan.</li><li>- Developing future use/adaptive rehabilitation plans for historic buildings owned by the City</li></ul>

Qualifications:	The Office of Historic Preservation and the Office of Community Relations and Development seek an intern who has an interest in preservation and community development from a local government perspective. They should have a working knowledge of preservation law and government procedures regarding local historic districts. They should possess strong writing skills, be proficient in Microsoft Word and PowerPoint, and have good communication skills. Collaboration is an important factor for the success of this position. The applicant should be comfortable interacting and working with others.
Website:	<a href="http://www.madison-in.gov/index.aspx?NID=123">http://www.madison-in.gov/index.aspx?NID=123</a>

# Madison Advanced Internship Network

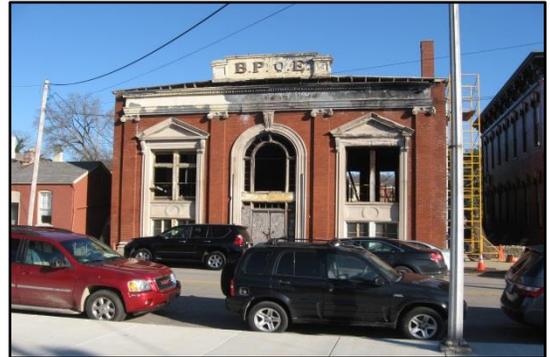
## Organization Job Description

<p>Organization:</p>  <p>The logo for Cornerstone Society Inc. features the word "CORNERSTONE" written vertically on the left and "SOCIETY INC." written horizontally at the bottom. The central part of the logo is a square containing a highly decorative, symmetrical Gothic-style architectural element, possibly a stylized window or a piece of tracery.</p>	<p>The Cornerstone Society, the Indiana Landmarks affiliate in Jefferson County</p>
<p>Organization Overview:</p>	<p>Our mission is to Educate and Advocate for Preservation.</p> <p>The Cornerstone Society was formed in 1988 when demolition threatened several 19th Century structures in Madison and no other historic organization was willing to step up and save them. With no paid staff and a small board, Cornerstone members continue to save buildings, to offer workshops, to recognize and promote preservation efforts and to negotiate solutions. Cornerstone strives to be proactive -- not reactive -- to events which threaten our quality of life. We were the driving force behind the Design Guidelines and the Preservation Planner position for the city of Madison.</p>
<p>Internship Job Description:</p>	<p>Organize the restoration of an historic building.</p> <p>Cornerstone Society seeks a summer intern to work with the owner of an historic building to determine the work to be done, the materials required and the sequence of the work. The intern, in consultation with local preservation trades experts, would do as much of the hands-on work as possible, and would supervise volunteers and other interns as appropriate. This is an opportunity to hone skills in preservation trades such as plastering, re-pointing, window restoration, mill work, woodworking, as well as project management.</p> <p>The intern would work on one of several possible buildings:</p> <ul style="list-style-type: none"><li>- An 1840s stone house recently saved from demolition and ready to be stabilized.</li></ul> 

- The 1820s Wilson Building on 2nd Street, was saved from demolition and restored by Cornerstone in 1988. Jefferson County has used it for offices with little maintenance and it is again in need of repair. The county has voted to sell the building.



- The former ELKS lodge on West Street was seriously damaged by fire in 2006. The current owner has done clean-up and installed a standing seam metal roof.



Qualifications:

The right intern should have the ability to evaluate the restoration work required and consider its cost. This person should be able to create basic drawings to show the owner and public what the building could be. Work will be done independently with minimum supervision. Previous work experience desired.

Website:

<http://cornerstonesociety.org/Home.html>

# Madison Advanced Internship Network

## Organization Job Description

<p>Organization:</p>  The logo for Madison, Indiana, features a stylized cityscape with a bridge, a tree, and a building, with the word "Madison" in a large, bold font and "INDIANA" in a smaller font below it.	<p>Visit Madison, Inc.</p>
<p>Organization Overview:</p>	<p>Visit Madison, Inc. is the destination marketing organization for Jefferson County, Indiana. Our mission is to improve the quality of life and the economy of Jefferson County by increasing visitation and providing an outstanding visitor experience.</p>
<p>Internship Job Description:</p>	<p>Visit Madison intern will develop and work with designer on a bicycle trail brochure. Will include mapping trail, descriptions, photos, with rides being appropriate for beginners, families and enthusiasts.</p> <p>Trails will encompass the whole county with emphasis on historic structures, scenic views and safety. Trails will need to be rated for difficulty.</p> <ul style="list-style-type: none"><li>A. Trail appropriate for families with children (probably in downtown Madison, Hanover College, and JPG)</li><li>B. Trail appropriate for adult casual riders with historic emphasis in county</li><li>C. Trail appropriate for the experienced rider with emphasis on creek beds, hills and rough terrain.</li></ul> <p>Intern will be responsible for researching, selecting sites and mapping them. Taking photos of sites and scenic views and working with designer to develop brochure for print and web.</p>
<p>Qualifications:</p>	<p>Intern should have an interest in heritage tourism and the economic impact it has on a historic town. The intern should have experience with research as well as program development. Design skills are not necessary but would be beneficial. <b>Intern should be cognizant of bike safety, be an experienced rider and photographer.</b></p>
<p>Website:</p>	<p><a href="http://visitmadison.org/index.php">http://visitmadison.org/index.php</a></p>

# Madison Advanced Internship Network

## Organization Job Description

<p>Organization:</p>  	<p><b>Madison Main Street Program</b>          In the 1970s, the National Trust for Historic Preservation began a pilot project for downtown revitalization in small historic towns across America. Three towns were chosen to test the project, and Madison, Indiana was one of them. Of the three, Madison was a huge success and received national exposure. Shortly after the pilot period, the National Main Street Center was developed.</p> <p>Today, we are one of over 2,000 Main Street Programs across the country. The Main Street Program is officially operating as a division of the National Trust. Naturally, Madison became, and is still today, a household name among Main Streeters and Historic Preservationists across the nation.</p> <p><b>Historic Madison, Inc.</b>          Historic Madison, Inc. is a not-for-profit historic preservation organization founded in 1960 by John Windle and has played a key role in the preservation, restoration, education and development of Madison's 133-block historic district, including its designation as a National Historic Landmark. Historic preservation is a key contributor to the overall economic and cultural development of the community. HMI also owns, operates and maintains 16 properties. Four of the properties are open as museums and others are opened for special programs. All of HMI properties are supported by admissions income, membership contributions, bequests, grants, an Endowment Trust Fund and gift shop sales.</p>
<p>Organizations Overview:</p>	<p>"Madison Main Street Program is dedicated to the ongoing revitalization of the downtown historic commercial district."</p> <p>"Historic Madison, Inc. is dedicated to education, preservation and assistance in preservation and restoration of historic resources which protect our heritage and enhance the quality of life."</p>
<p>Internship Job Description:</p>	<p>This internship will be shared between The Madison Main Street Program and Historic Madison INC. to complete a two preservation related projects in Madison. The intern will be supervised by Whitney Wyatt, Director of the Madison Main Street Program and Rhonda Deeg, Director of Programs at Historic Madison, Inc. Immediate supervision will also come from Larry Newhouse, chair of the Design Committee of the Madison Main Street Program, and also other Design Committee volunteers. Rhonda Deeg is also a Main Street volunteer.</p> <p>Project overview:          1) Since both organizations share a passion for preservation, our intern will create, plan and implement a "Paint Up/ Fix Up" project that focuses on a downtown historic building in need of minor facade updates. The intern will learn how to identify work that needs to be completed with the help from HMI and Main Street staff and manage the project through completion during the</p>

	<p>internship period. The intern will organize all supplies needed, recruit all volunteer work, budget the project, keep detailed documentation via record keeping and photographs, write project updates when needed, create work plans, market the project, and execute the “Paint Up/Fix Up” day. A building will be selected prior to the arrival of this intern. A final presentation to the Historic Board of Review may be needed at the beginning or middle of the internship, which the intern will carry out.</p> <p>2) HMI and Main Street Design committee will assist this intern in executing an "empty store window" visual display project to improve the look and attractiveness of vacant store windows on Main Street in the immediate commercial district. The intern will identify properties, design a concept or concepts, and utilize volunteers to execute during the 8 weeks they are in Madison. The intern will be asked to include this project in their final portfolio piece, describing the process, including work plans and volunteer schedules, and any budgets that were needed for this.</p>
<p>Qualifications:</p>	<ol style="list-style-type: none"> <li>1. Strong ability to work independently</li> <li>2. Organized</li> <li>3. Strong leadership skills</li> <li>4. Initiative</li> <li>5. Positive Attitude and Enthusiasm</li> <li>6. Integrity</li> <li>7. Punctuality</li> <li>8. Reliable</li> <li>9. Flexible and multi-tasked</li> <li>10. Inventive/Creative</li> <li>11. Personable and ability to work with people</li> <li>12. Ability to be a team player</li> </ol>
<p>Website:</p>	<p><a href="http://www.madisonmainstreet.com">www.madisonmainstreet.com</a></p> <p><a href="http://www.historicmadisoninc.com">www.historicmadisoninc.com</a></p>

# Madison Advanced Internship Network

## Organization Job Description

<p>Organization:</p>  <p>The logo features a stylized orange and red bridge above the word "MADISON" in blue, with "CHAMBER &amp; INDUSTRIAL DEVELOPMENT" in smaller blue text below.</p>	<p>Madison Area Chamber of Commerce</p>
<p>Organization Overview:</p>	<p>Founded in 1924, the Madison Area Chamber of Commerce has grown to represent the interests of over 375 area businesses. We are a local, membership-based, independent organization that exists support this community and nurture an economic environment where business prospers.</p> <p>The dedicated Chamber staff and board of directors lead the business community with one clear voice, and provide the vision, support, and resources to develop business. A strong chamber of commerce is instrumental in developing a vibrant business climate and a secure community. The Madison Area Chamber of Commerce is a tax-exempt 501(c)(6) organization.</p>
<p>Internship Job Description:</p>	<p>The Madison Area Chamber of Commerce seeks a summer intern to research, organize, and present findings on the organizations' 91-year history.</p> <p>Job duties may include:</p> <ul style="list-style-type: none"><li>- Researching the history of the Madison Area Chamber of Commerce</li><li>- Compiling photographs, documents, and objects of significance</li><li>- Interviewing past board members and award winners</li><li>- Providing a comprehensive written report of the findings</li><li>- Designing a visually appealing digital timeline</li><li>- Developing an archive organization strategy</li><li>- Assist with creative marketing strategies and implementation</li></ul> <p>The selected intern may be involved in other activities including, but not limited to, attendance at networking events, presenting brief progress reports at board meetings, storage organization, performing various office tasks as needed, etc.</p>
<p>Qualifications:</p>	<p>The Madison Area Chamber of Commerce seeks an intern who has an interest in marketing, research, and historic preservation. Applicants should be self-motivated and able to work independently. This position requires excellent oral &amp; written communication skills, time management skills, and knowledge of Microsoft Office software. Experience with Adobe Creative Suite is preferred, but not required. Applicants should possess a positive team-player attitude,</p>
<p>Website:</p>	<p><a href="http://www.madisonindiana.com">www.madisonindiana.com</a></p>

# Madison Advanced Internship Network

## Organization Job Description

Organization:	Heritage Trail Conservancy
<p>Organization Overview:</p> 	<p><b>Organization Overview:</b> The Heritage Trail Conservancy has been fostering an appreciation of nature and Madison's historic past for more than 18 years. A volunteer-based not-for-profit organization, its mission is built around five core areas: 1) Building, maintaining and promoting the Heritage Trail and Parklands, a resource presently containing over 20 acres associated with the transportation history of Madison's National Historic Landmark district; 2) Protecting, preserving and enhancing the rich ecological resources of the Heritage Trail Greenway; 3) Preserving, rebuilding and promoting Madison's historical transportation landmarks; 4) Developing a system that promotes community wellness through programs and activities on the Heritage Trail and the Heritage Parklands; 5) Providing work, community service and educational opportunities for youth and those looking to further advance in life.</p> <p><b>Academic and professional interest areas:</b> The unique mission and setting of the Heritage Trail and Parklands offers an opportunity for an advanced student to combine interests in ecology, habitat management, and environmental education and outreach.</p> <p><b>Ecology and Natural History:</b> Its adjacency to the Ohio River and the abundance of rocky ravines and clear-flowing streams gives the Heritage Trail an innate ecological value that many, larger properties do not have. Rugged limestone exposures containing 400 million year old fossils overlay underground waterways that trickle to the surface as clear, cool springs. These springs are rich in invertebrate and amphibian life and feed into Crooked Creek, which hosts a number of smaller fish species including darters and stonerollers. Woodland wildflowers are particularly diverse along the trail and the April showing of trout lilly, dwarf larkspur, toadshade, and other spring ephemerals is not to be missed. Towering forests of beech, maple, oak, and hickory carpet the rocky bluffs and provide nesting habitat for numerous songbirds including a variety of wood-warblers, scarlet tanagers, and wood thrushes.</p> <p>Sycamore, cottonwood, and silver maple are the predominant trees along the Ohio River with a dense understory of hardy, herbaceous plants. Here along the river, large dead trees remain standing with numerous cavities that act as prime housing space for owls, woodpeckers, and wood ducks. Beneath these trees, groundhogs and red fox have dug a network of dens where they raise their young every year. Bald eagles, great egrets, and river otters are among the many larger animals that fish in the Ohio River as it courses past Madison and the Heritage Trail.</p>

Internship Job Description:



*Crooked Creek harbors a diversity of aquatic invertebrates, fish, and amphibians.*



*Red fox kits peer out from their springtime den along the Heritage Trail.*



*A hillside spring seep flows between mossy boulders and over smooth limestone rock.*

The Heritage Trail Conservancy would offer the selected student an opportunity to conduct ecological surveys, improve natural habitat, and design new interactive educational opportunities to engage the public along the Heritage Trail. Projects can be tailored to the selected student's background and interests and may cover a wide range of ecological topics including ornithology, aquatic biology, forestry, and invasive species. These projects would provide the Heritage Trail Conservancy with valuable information to aid in future management and conservation decisions and provide new opportunities to connect visitors with the natural history of the area.

The selected student would gain valuable experience in conducting ecological field work, learn the skills and processes involved in land stewardship, and gain experience in environmental outreach and education. Any management plans, biodiversity surveys, or educational signage produced during this internship would be great additions to the student's resume or C.V. Each component of the proposed projects would entail different procedures and have varied final products. The details of each project are therefore listed below, by subject.

### **Internship Project Opportunities**

#### **BREEDING BIRD SURVEY:**

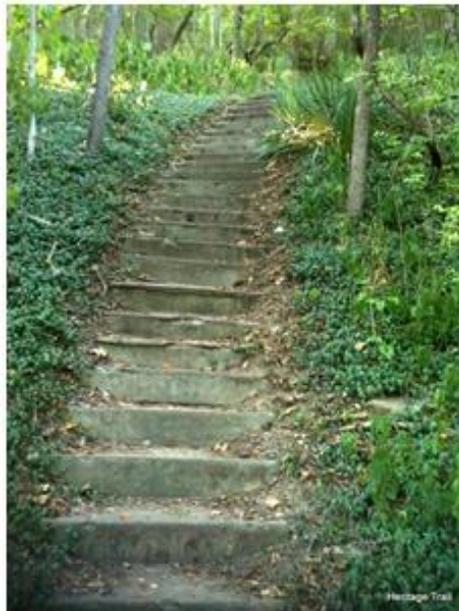
During the spring of 2013, Andrew Hoffman (naturalist and Hanover College alum) conducted bird surveys (80 hours total) along the Heritage Trail and recorded a total of 85 species. With the addition of three species reported by others, we have developed a preliminary list of 88 bird species for the Heritage Trail Parklands. However, this list includes many migratory or transitory species and no doubt excludes species that breed later in the summer. To develop a better understanding of which birds are resident breeders along the trail, a more targeted attempt to develop a breeding bird list must be made. Fortunately, breeding bird surveys can be conducted in a way that is both efficient and non-invasive to the animals. The most recent Indiana breeding bird atlas (IBBA) was completed between 2005 and 2010 and the procedures and protocol used are still relevant. This survey method uses simple categories to classify the likelihood that any observed bird species is breeding on the property. Observations of relevant breeding behavior (nest building, carrying food) must generally fall within "safe dates", or time periods within which a resident bird could generally be assumed to be breeding.

There is increasing concern for declining forest songbird populations and continued interest in monitoring birds of prey such as eagles and falcons. Information on the diversity of breeding birds along the Heritage Trail would help guide future land management and increase public awareness for the ecological value of the Heritage Trail Parklands. The student selected for this internship would conduct regular bird surveys and develop a comprehensive list of breeding birds (following the IBBA protocol) found in the area.

### INVASIVE PLANT REMOVAL:

Invasive plant species cause numerous ecological problems and generally decrease the aesthetic appeal of natural areas. With few native predators or control measures, non-native invasive plants often form dense thickets, excluding nearly all other plants from the area. This is especially true for invasive shrubs such as privet which has formed large monocultures on portions of the Heritage Trail Parklands. Chinese privet, Japanese honeysuckle, dwarf periwinkle, and garlic mustard are among the most prevalent invasive species that occur along the Heritage Trail. The Indiana Invasive Species Council has compiled a list of 95 invasive plant species found in the state and provides a brief description of each species and its relative threat level to native ecosystems. Using this and any other information available, the selected student will develop a list of all invasive plants found along the Heritage Trail with notes on particularly extensive patches that should be addressed immediately. The student will also research removal techniques for exterminating these invasives and come up with a realistic management plan for controlling the spread of invasive plant species along the Heritage Trail. If funding or supplies are available, the student may also implement this plan and begin the removal of invasive plants.

Once invasive plant species are removed from a natural area, the ecosystem often responds quickly and visibly with native flowering plants returning within just a few years of clearing the invasive plants. Invasive plant species are perhaps the greatest current threat to the natural ecosystems found along the Heritage Trail and this project would represent a significant step in the right direction for conservation of the Heritage Trail Parklands.



*A dense ground cover of periwinkle (dark green) and Japanese honeysuckle has spread along the forest floor from where it was originally planted many years ago and now prevents native wildflowers from growing. The tall, long blades of yucca plants may also be seen in the upper part of this picture. While all three of these species are non-native plants, the periwinkle is probably the most damaging to native plants while the Japanese honeysuckle spreads the fastest. Yucca does relatively little ecological damage and spreads slowly.*

## CROOKED CREEK HEALTH ASSESSMENT:

Crooked Creek is a small rocky stream that runs through Madison, Indiana and along the Heritage Trail before flowing into the Ohio River. Though this small stream suffers from local pollution and erosion issues, it still supports a diverse array of invertebrates, fish, and amphibians. An initial assessment of Crooked Creek using invertebrate diversity as a proxy for stream quality indicated that the healthiest stretches of Crooked Creek are in more heavily forested areas with minimal erosion. Though some particularly eroded stream sections have been identified, we are lacking basic information on water quality and no standardized surveys have attempted to assess the physical health of the stream. Numerous standardized stream surveys already are in place for just this purpose, but the Hoosier Riverwatch program is perhaps the most extensive and widely used in Indiana. This citizen science project has already generated extensive data for stream systems throughout the state that could be used as a comparison for the health of Crooked Creek. Additionally, training sessions are available for free to help interested participants. The selected student would follow Hoosier Riverwatch protocol to classify the health and habitat of the Crooked Creek watershed along the Heritage Trail. Additionally, the student would propose actions that could be taken by the community to improve water quality in this stream throughout Madison. Depending on the level of interest of the student, this project could be expanded to include more in depth chemical analyses of water quality or more extensive collections of aquatic invertebrates that might help pinpoint particularly important areas along the stream.

Improving our knowledge of the Crooked Creek watershed is important not only for the Heritage Trail Parklands, but also for the Madison community as a whole. This stream is a valuable natural resource and has the potential to be a rich reservoir of biodiversity. However, we must better understand the specific issues that are causing stream degradation and develop a plan of attack to remedy these problems.



*This stretch of Crooked Creek has been denuded of trees and the bank is deeply eroded as a result. Silt has covered much of the rock and gravel downstream of this photo as a result and biodiversity here is relatively low.*



*Darters, like this orange-throated darter, are common in the high-quality, rocky stretches of Crooked Creek where erosion and siltation are less severe.*

### **NATIVE TREE CATALOG:**

The forests along the Heritage Trail have a great diversity of tree species, but as of yet, no exhaustive survey has been conducted to identify all of the tree species in the area. Such a list would not only give us a better understanding of the forest habitat that makes up much of the Heritage Trail Parklands, but also presents a unique opportunity for engaging hikers. Trees are diverse, visible, and stationary ambassadors for environmental awareness and can be easily labeled to allow visitors to identify them. By labeling as many tree species as possible along the Heritage Trail and creating a map of the labeled trees, we can educate hikers about the diversity of plants in our forests and provide a fun scavenger hunt for those who enjoy the thrill of the hunt. Many parks and environmental education areas have portions of their property where trees are labeled and it would be a great benefit to the Heritage Trail to follow suite. The student would be responsible for identifying the trees found along the Heritage Trail, generating a list of tree species (both native and invasive), and creating visible labels to hang on some of the most prominent examples of each species.



*The fall display is quite beautiful along the Heritage Trail. However, visitors walking along the trail at this time could get even more out of their experience if they were able to search for and find the labeled trees. This "tree trail" would be a scavenger hunt for hikers of all ages.*

### **ADDITIONAL OPTIONS:**

Any of these previously mentioned projects could be supplemented or enhanced by adding more community outreach components. Education stations could be established to highlight some of these ecological points of interest. Informative signs or interactive stations could be designed by the student to highlight their project and further encourage hikers to stop and take notice of some of the ecological treasures the trail has to offer.

### **OTHER CONSIDERATIONS**

The Heritage Trail Conservancy does not have a fulltime administrator to supervise the internship project, thus it will be largely self-directed. However, our consulting naturalist, Andrew Hoffman, will make periodic site visits to help advise field work and oversee the project. He will also be available via

	<p>phone and email for questions and updates. Additionally, there is an active Board of Directors, including a dedicated president who will be invaluable in tracing the aspirations of the organization as part of this project. Board members have academic as well as valuable experiential information to convey. Recently, it has been extremely successful in obtaining additional lands for the Parkland along the river. A survey conducted in 2012 found that 97% of the respondents (primarily local public) were aware of the Trail and Park and an astounding 85% considered themselves advocates of the project. 87% felt that the Trail/Park initiative was important to the Madison community. A future preservationist who desires to work on the local level could discover valuable information through working with The Heritage Trail Conservancy.</p>
Qualifications:	<p>The Heritage Trail Conservancy is seeking an intern with an interest in cultural landscapes. They should have experience with research and writing reports.</p>
Website:	<p><a href="http://www.heritagetrailconservancy.com/who-we-are/">http://www.heritagetrailconservancy.com/who-we-are/</a></p>

# Madison Advanced Internship Network

## Organization Job Description

Organization:	Jefferson County Historical Society
Organization Overview:	<p>The Jefferson County Historical Society was established in 1850 and is located in heart of Madison, Indiana's National Historic Landmark District. The society maintains a small campus of buildings. The main modern building provides space for our permanent exhibit gallery, museum shop, extensive Research Library &amp; Archives which maintains early maps and government records and photographs. Our collection's department has early textiles, clothing and other important Jefferson County artifacts. The society maintains a database management software for organization and accessibility of the entire collection. The small campus also includes railroading museum housed in the restored 1895 Madison Railroad Station. A companion to the station is our restored 1906 wooden caboose offering hands on opportunity. The nonprofit organization is overseen by a board of directors and full and part time staff and volunteers.</p>
Internship Job Description:	<p>Master Exhibit Plan</p> <p>We are currently working on the development of a Master Exhibit Plan for our permanent gallery. Our goal is to develop a plan which will include the main themes and stories of Madison/Jefferson County, Indiana that will be shared with the community and visitors. The plan will include exhibits that are interactive and provide imaginative experiences. Within this plan will also include specific focus on our student and youth visitors. The intern will work closely with the executive director and master plan committee to help determine a list of specific themes and exhibits along with subjected allocated square footage for each exhibit. The desired end project will be draft version of a Master Plan, draft floor plan and details of each exhibit. The scope of the construction for this project will span a few years. In the interest of launching the project we may begin some part of the project during this internship, if interested the intern may be also involved with some fabrication of this beginning stage.</p>
Qualifications:	<p>The candidate should have some previous experience with creative visual experience with display or exhibit design as well as history. As part of this internship smaller projects can be offered to vary the experience of the internship with our organization. These projects could include assisting the week long youth summer history camp, creating an updated brochure for our Railroad Station, also opportunities in research, archives, collections and our folk school.</p>
Website:	<a href="http://www.jchshc.org/about">http://www.jchshc.org/about</a>