

A Museum Project like no other

SHRINERS MUSEUM · USC INTERNSHIP PROGRAM



MUSEUM DESIGN & ARCHITECTURE PLANNING INTERN

4 POSITIONS

• **3–6 HOURS WEEKLY**

• **ACADEMIC CREDIT ELIGIBLE**

• **LOS ANGELES**

About the Project:

The Shriners Museum Project is a ground-up museum-development initiative dedicated to preserving and interpreting the history of the Al Malaikah Shriners, the Shrine Auditorium, Shriners Children's, Daughters of the Nile, and more than a century of Southern California civic, fraternal, cultural, and philanthropic history.

Working with materials drawn from the historic Shriners vaults and organizational collections, interns will help transform an important but largely uncatalogued archive into an accessible, professionally organized museum collection which will open to the public.

The Museum Design & Architecture Planning Intern will assist with the early spatial, architectural, and exhibition-planning work required to develop the Shriners Museum.

Working under the direction of museum leadership, interns will document existing conditions, study visitor circulation, develop preliminary space concepts, and investigate the physical requirements of galleries, collection storage, work areas, and public amenities.

This position offers an opportunity to contribute to a museum project within one of Los Angeles' most significant historic venues.

What You'll Do:

- Review available floor plans, architectural documents, photographs, measurements, and site information.
- Assist in documenting existing conditions within proposed museum and support spaces.
- Prepare basic measured drawings, diagrams, plans, elevations, or digital models.
- Explore preliminary layouts for galleries, collection storage, processing areas, and workspaces
- Study visitor entry, circulation, orientation, gathering, and exit patterns.
- Develop concepts for exhibition zones, object groupings, display cases, graphic panels, and audiovisual elements.
- Consider accessibility, life safety, security, lighting, acoustics, environmental conditions, and visitor comfort.
- Research museum-planning standards and comparable adaptive-reuse projects.
- Identify architectural constraints, infrastructure needs, and unresolved site questions.
- Assist in evaluating the spatial needs of objects, exhibitions, staff, interns, researchers, and visitors.
- Prepare preliminary furniture, fixture, equipment, display-case, and technology recommendations.
- Coordinate with the Collections Team to understand object dimensions, handling needs, and storage requirements.
- Coordinate with the Historical Research and Exhibition Planning teams to connect spatial concepts with interpretive priorities.
- Follow museum and site standards concerning historic preservation, accessibility, safety, security, and responsible collections care.

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Expected Deliverables

- Existing-condition notes, measurements, photographs, and diagrams
- Preliminary floor plans, elevations, sections, models
- Visitor-circulation and functional-zone studies
- Gallery, storage, workspace, or support-area concepts
- Exhibition-layout and display-case studies
- Research on museum-planning standards and comparable projects
- Space-needs, infrastructure, accessibility, and operational notes
- A short end-of-semester summary of completed work, unresolved questions, and recommendations
- Participation in the cohort's final presentation to museum leadership

Learning Outcomes:

By the end of the internship, students should be able to:

- Document and evaluate existing architectural conditions.
- Translate museum requirements into preliminary spatial concepts.
- Develop basic plans, diagrams, models, and circulation studies.
- Recognize the spatial and technical needs of galleries, storage areas, workspaces, and public facilities.
- Consider accessibility, safety, security, lighting, environmental conditions, and visitor experience in museum planning.
- Coordinate architectural ideas with collections-care and interpretive requirements.
- Identify opportunities and constraints associated with adapting a historic building.
- Understand how architects, designers, curators, collections staff, and museum leadership collaborate during early planning.

Preferred Qualifications:

This internship is especially appropriate for students studying:

- Architecture
- Interior architecture or interior design
- Exhibition design
- Historic preservation
- Landscape architecture
- Urban planning
- Theatre, scenic, or production design
- Museum studies
- Industrial design
- Environmental design
- Engineering
- Construction or facilities management

Applicants should demonstrate strong visual and spatial thinking, careful documentation, collaborative skills, attention to detail, and an interest in museums, historic buildings, or adaptive reuse.

Application & Approval

Finalists will be reviewed by museum leadership and must receive Shriners approval before accessing collection materials or historic records. Approved interns will receive onboarding, collections-handling training, a defined work schedule, an assigned supervisor, and a semester deliverables tracker

Applicants should submit:

- Résumé
- Brief statement of interest
- Academic program and year
- Weekly availability
- Relevant coursework or experience
- USC faculty recommendation, when applicable