



## ***THE SOUTHEASTERN NEW ENGLAND EDUCATIONAL AND CHARITABLE FOUNDATION***

MYSTIC SEAPORT MUSEUM • CALL FOR INTERNSHIP APPLICATIONS - 2026

### **Southeastern New England Educational and Charitable Foundation History**

The Southeastern New England Educational and Charitable Foundation (SNEC) was established in December 2016 by the Grills and Jackson families. Many members of the Grills family worked at the Bradford Dying Association (BDA) in the Bradford section of Westerly, RI, since the beginning of the 20th century. When the company went bankrupt in the 70's, Mr. Richard Grills, who started there as a machine attendant but by then had become the plant manager, partnered with the former owner's son to restart the company. Together, they would run the mill for the next twenty-five years, employing hundreds and positively impacting the economy of the Greater-Westerly area.

When Mr. Grills retired, he turned his energies toward environmental conservation. He worked with local environmental agencies and donated hundreds of acres of unspoiled land. These donations became the Grills Preserve in Westerly and The Grills Wildlife Sanctuary in Hopkinton, RI. Both areas provide hiking access to these environmentally significant areas on the Pawcatuck River.

When BDA ultimately ended operation, a portion of the proceeds were used to establish Southeastern New England Educational and Charitable Foundation. The Foundation's mission is to support students in higher education pursuing studies in Environmental Conservation and Historic Preservation.

### **Partnership**

The Southeastern New England Educational and Charitable Foundation supports college students to encourage experiential learning in environmental conservation and historic preservation. The successful applicant will work with the Mystic Seaport Museum (MSM) as an intern to assist the Museum with projects and activities focused on archival processing and historic preservation. The Museum will be the director of intern activities and stipend disbursement. This is a full-time internship that will run from June 8 – August 14, 2026. The intern should expect to work onsite at Mystic Seaport Museum for 35 hours/week and should expect to work at least one weekend day. The intern will receive a stipend for their work.



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**Project: Historic Preservation/Digital Preservation**

Mystic Seaport Museum is responsible for preserving a wide range of historical materials that document American maritime history, including an increasing volume of digital content derived from historic collections. Digitized photographs, scans of archival documents, and born-digital files now form an essential part of the historical record and require careful stewardship to ensure their long-term preservation and future accessibility. As digital materials become integral to how historic resources are documented and used, digital preservation has become an important component of contemporary historic preservation practice.

The 2026 SNEC Summer Historic Preservation/Digital Preservation Internship will provide the intern with focused, hands-on experience supporting a defined segment of the Museum's digital preservation workflow. Under the guidance of Library staff, the intern will spend 1.5 to 2 days/week assisting with the assessment and preparation of a selected group of digital files for long-term storage. Tasks may include reviewing and applying established file naming conventions, characterizing files to confirm formats and technical properties, and assembling preservation packages using standard tools and practices such as the BagIt specification. The intern will also learn how digital materials are prepared for secure storage in both on-premises and cloud-based preservation environments.

By participating in an active preservation workflow, the intern will develop an understanding of how digital stewardship supports the broader goals of historic preservation, including the protection, documentation, and long-term accessibility of cultural heritage materials.

Two days/week the intern will work for the Museum's Interpretation Department as a front-line staff member in a formal gallery, a family-activity area, or a historic building, speaking with visitors to share content and help create connections. Interns will be matched with two specific locations based on their interests, relevant experience, and the Museum needs, with the expectation that their preservation-related research can be brought into conversations in any of their Interpretation spots.

The intern will also join the wider cohort of Mystic Seaport Museum-hosted summer interns for the final 1-1.5 days/week. As a cohort, interns will participate in common teambuilding activities, professional development sessions, and discussion seminars around emergent topics in the field of public humanities and engagement, as well as attending a few offsite field trips to other museums and nonprofits to meet with staff, explore career options, and investigate the types of organizations involved in similar public-facing work.



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This internship will benefit upper-level undergraduates with an interest in multiple disciplines from science to the humanities.

**Application Details:**

Application Deadline (to SNEC): 5:00pm EST on Monday, March 30, 2026.

Award Notification Date on or by Friday April 17, 2026.

**Desired Qualifications:**

- Applicants must be a permanent resident of, or attend a college/university located in, Rhode Island or New London County, CT
- Applicants must be a currently enrolled sophomore, junior, or senior in college/university, with a major/concentration in Architecture, Biology, Cultural and Historic Preservation, Environmental Biology, or an equivalent field
- A GPA above 2.5
- Demonstrated experience with - or interest in - interacting with members of the public in formal and informal settings
- Demonstrated experience with - or interest in - archival work
- Academic or professional interest in historic preservation or historic architecture

The applicant for the internship must submit the following application materials in PDF or MS Word format:

- Internship Application Form
- Student Statement of Experience and Interest: Why do you want to participate in this internship? What experiences, studies, and perspectives make you a strong candidate for this internship? How does this internship relate to your personal, academic, or professional goals?
- Resume
- Letters of Recommendation from former employers relevant to this position may be included.

**Note:** Recipients **must** be prepared to complete a concise but comprehensive report to the SNEC Foundation on the completion of the project and a brief mid-project progress report. Invitations for the Foundation representatives to observe relevant project milestones are required and encouraged.



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The application should be sent first to the SNEC Foundation.

Applications that meet requirements will be forwarded to the MSM by SNEC.

***NOTE: Applications received after the deadline will NOT be considered nor will incomplete applications. Neither will be acknowledged.***

***NOTE: Questions about the specifics of the internship may be directed to either Dr. Stephen L Jackson, Vice President of Operations & Programs, SNEC, (860)235-8245, [sljackson@snecfoundation.org](mailto:sljackson@snecfoundation.org) or Elysa Engelman, Mystic Seaport Museum, [internships@mysticseaport.org](mailto:internships@mysticseaport.org).***

After completion submit your completed application and any supporting documents to: [sljackson@snecfoundation.org](mailto:sljackson@snecfoundation.org)