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Georgia Archives Accepting Applications for 2026 Pre-Program Summer Conservation Internship

The Georgia Archives, a unit of the University System of Georgia, in partnership with Friends of the Georgia Archives and History (FOGAH), is now accepting applications for the 2026 Pre-Program Summer Conservation Internship. This full-time, 10-week internship is designed for individuals preparing to apply to graduate-level conservation training programs. It provides supervised, hands-on experience in the preservation and treatment of paper-based archival materials.

Working under the supervision of the Georgia Archives conservator, Sigourney Stanford, the intern will develop practical skills in conservation practice and ethics through critical thinking and day-to-day treatment decision-making. The internship is intended to help candidates build required pre-program experience and accumulate prerequisite internship hours for postgraduate conservation programs.

Focus Areas

The primary focus of the internship will be working with the Georgia Archives historic map collection. Additional projects may include environmental monitoring and exhibit preparation.

Responsibilities

Intern duties will include supervised conservation treatment and related activities, which may include:

- Evaluating and documenting archival materials
- Preparing and stabilizing materials for digitization
- Treating and housing rare library and archival materials with a broad range of condition concerns using a variety of techniques and materials

By the end of the internship, the intern will have a portfolio-ready body of work that demonstrates developing proficiency with conservation tools, equipment, materials, and basic book and paper treatment approaches.

Qualifications

Required:

Applicants must hold a bachelor's degree in conservation, art history, library science, engineering, or a related field (or equivalent) and be working toward a postgraduate degree in conservation. Strong hand skills and

manual dexterity, good color perception, attention to detail, effective oral and written communication, and proficiency with Microsoft Office are required.

Preferred:

Coursework in chemistry and physics, along with demonstrated problem-solving, creative thinking, organizational skills, and strong communication skills, is preferred.

Program Details

- **Duration:** Full-time, 10 weeks (summer 2026)
- **Location:** Georgia Archives, 5800 Jonesboro Road, Morrow, GA 30260
- **Compensation:** \$12/hour, \$960 stipend paid bi-weekly by FOGAH
- **Application Deadline:** March 22, 2026

A background check is required for the selected applicant. Applications must include a cover letter, resume, and transcripts.

To apply, please visit: <https://tinyurl.com/ArchivesConserve2026>. (Links to USG Careers application site.)

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The Georgia Archives is a unit of the Board of Regents of the University System of Georgia. The Georgia Archives identifies, collects, manages, preserves, provides access to, and publicizes records and information of Georgia and its people, and assists state and local government agencies with their records management.

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