The Peabody Essex Museum (PEM) in Salem, Massachusetts is looking for rising graduate students, emerging and in-service cultural professionals of Native American, Native Hawaiian or Alaska Native background to help them develop the knowledge, skills and networks necessary to become 21st-century community leaders who will shape museums and the nonprofit cultural sector.

Fellows develop their leadership potential through 10-week department positions within the museum. Placements allow participants to work directly with and be mentored by committed senior and mid-level PEM professionals. These positions provide Fellows with the ability to seek insights on the range of skills and experiences needed in positions of responsibility. Weekly workshops in key areas such as strategy, fundraising, communication and organizational politics, as well as select field trips, and substantive engagement in museum projects expand Fellows’ existing skill sets while cultivating their professional development needs.

Placements will be based on applicant’s academic and/or career goals, their application, the interview process and the match between Fellows’ interests and available projects. Previous department placements have included Curatorial, Development, Creative Services, Collection Management, Exhibition Research and Publishing, Merchandising and Marketing.

Fellow is paid $18/hr and works 35 hours/week. Program also offers housing near PEM and travel expenses. Academic credit is available upon official request.

**Complete application, including application materials, is due Friday, January 28, 2022.**

**2022 PROGRAM DATES**

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<td>Application due</td>
<td>Friday, January 28</td>
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<td>Application reviews and interviews</td>
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<td>Application decision notifications</td>
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<td>Mandatory pre-arrival orientations</td>
<td>2 TBD dates in May (online)</td>
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<td>Fellows arrive</td>
<td>Sunday, June 5</td>
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**WHO IS ELIGIBLE TO APPLY?**

Eligibility is open to post-secondary students and in-service cultural professionals who are from an Indigenous community. Participants must be legally authorized to work in the United States and will be required to provide proof of lawful work status in accordance with the Immigration Reform and Control Act of 1986. If selected, Fellows are considered PEM employees and must pass required background checks and comply with current COVID institutional, local and state mandates and policies to begin work.
HOW IS THE PROGRAM STRUCTURED?
Fellows travel to Salem, Massachusetts for the duration of the Fellowship, residing in a shared apartment for 10 weeks in Salem. Two pre-arrival orientations are scheduled virtually in May to help prepare Fellows. Over their residency, Fellows work full-time in a PEM department, either in person or in hybrid (based on COVID-safe recommendations), usually Monday through Friday. Activities and schedule will vary based on the department’s tasks. Fellows are required to attend weekly intensive workshop sessions focused on aspects of museum management and leadership, and will be asked to complete assignments and make presentations associated with the workshop curriculum. Fellows participate in occasional field trips and other scheduled events with the museum community. The Employee Experience and Native American Fellowship program staff will provide additional support and training through initial orientation, regular consultation and ongoing goal setting, review and communication.

WHAT IS THE APPLICATION PROCESS?
The following materials must be submitted (mailed or emailed) on or before the posted deadline of January 28, 2022:

1. The Native American Fellowship Program application
2. Three essays, 250–400 words each
3. A complete resume listing education and employment
4. Writing sample, 3–5 pages, double spaced — this can be a previous academic paper, exhibition or grant proposal or extensive blog post
5. Three letters of recommendation
6. Official transcripts from all higher education programs attended within the past five years

WHAT IS THE SELECTION PROCESS?
Following the application deadline, applications will be reviewed. Finalists will selected for up to two rounds of phone or video interviews with application review committee. This formal interview is required for consideration, but does not guarantee a position in the program. Selection will be based on the application, references, supporting documentation, the interview process and the match between Fellows’ interests and available projects.

PLEASE SUBMIT COMPLETED APPLICATION TO:

Native American Fellowship Program
Peabody Essex Museum
161 Essex St.
Salem, MA 01970 USA
nafellowship@pem.org

Complete application, including application materials, is due Friday, January 28, 2022.

The Native American Fellowship Program at the Peabody Essex Museum is made possible by a generous grant from The Andrew W. Mellon Foundation.