



Alabama DEPARTMENT OF ARCHIVES & HISTORY

INTERNSHIP AT THE ALABAMA DEPARTMENT OF ARCHIVES AND HISTORY

ARCHIVAL PROCESSING INTERNSHIP OPPORTUNITY

The Alabama Department of Archives and History seeks undergraduate and graduate student applicants for a summer 2026 archival processing internship. This paid internship will provide the successful candidate with experience surveying, arranging, and describing records created in the late nineteenth and early twentieth centuries by the Alabama Department of Corrections. This internship will also teach the student how to properly handle, repair, and store archival materials. Students studying archival studies, library science, history, public history, or related topics are encouraged to apply. Applicants will need to be able to bend, reach, and lift boxes weighing up to 40 pounds. Applicants for this internship will be required to submit a writing sample, preferably a paper completed for a history or humanities course, to be considered for an interview.

Applicants must be at least 18 years old and be enrolled in an academic program or a recent graduate.

Duration: June – August 2026

Academic Level: Undergraduate and/or Graduate Student

Location: Alabama Department of Archives and History

624 Washington Avenue

Montgomery, AL 36130

Schedule: TBD

To apply for the internship, submit an ADAH Summer Internship [cover sheet](#), state [application form](#), resume, cover letter, unofficial transcript, and reference letter by a professor or academic advisor by COB **February 27, 2026**. All paperwork should be sent to Krystle Scott at krystlem.scott@archives.alabama.gov OR to the Alabama Department of Archives and History, Attention: Krystle Scott, P.O. Box 300100, Montgomery, AL, 36130.

Application form: <https://personnel.alabama.gov/Downloads/StateApp.pdf>

Internship Cover Sheet: https://archives.alabama.gov/about/docs/internship_cover_sheet.pdf