



NATIONAL LAW ENFORCEMENT OFFICERS MUSEUM

at the Motorola Solutions Foundation Building

MEMORIAL | MUSEUM | OFFICER SAFETY & WELLNESS

National Police Week 2022 – Museum Retail Internship

Organization Information

Founded in 1984, the National Law Enforcement Officers Memorial Fund is dedicated to telling the story of American Law Enforcement and making it safer for those who serve.

Headquartered in Washington, DC, the Memorial Fund continues to maintain the National Law Enforcement Officers Memorial—the nation’s monument to law enforcement officers killed in the line of duty. The Memorial Fund is a principal organizer of the National Police Week observance each May and hosts a Candlelight Vigil each May 13th to honor all fallen officers.

More recently, the Memorial Fund has built the National Law Enforcement Museum, adjacent to the Memorial in Washington, DC. The Museum tells the story of American law enforcement through exhibits, collections, research and education.

Internship Description

The National Law Enforcement Museum has created a unique opportunity for adults of all ages to support law enforcement and survivors during National Police Week through a paid internship. The Visitor Services and Retail department leads the sales efforts, which includes using the registers, assisting customers, and handling merchandise. During this internship, you will have the opportunity to work alongside seasoned museum professionals and engage with law enforcement and survivors in the Museum to make their experience exceptional and memorable.

Interns will receive a \$500 stipend for their support during National Police Week, from Wednesday, May 11th - Sunday, May 15th. Job training will be conducted on Tuesday, May 10th at the National Law Enforcement Museum, where interns will learn about the history of Police Week, store merchandise, how to use the register system, and museum best practices. There will be no academic credit provided for this internship.

Internship Duties and Responsibilities

- Intern in the Museum store or retail tents, assisting visitors with retail needs
- Share institutional knowledge with visitors and be able to answer wayfinding questions
- Provide excellent customer service
- Handle National Police Week merchandise and be able to answer questions about stock
- Assist with sales at the registers

Interns will understand that this internship will not entitle the intern to a paid position upon completion.

If you are interested in this opportunity or have any questions about the internship, please send your name, email address, and phone number to volunteer@nleomf.org.