The Ursula Hoff Internship 2013

Guidelines
The Ursula Hoff Internship is awarded annually by the University of Melbourne on the advice of a Bequest Committee consisting of the Director of the Ian Potter Museum of Art, the executor of the Hoff Estate (or nominee) and the Senior Curator of Prints, National Gallery of Victoria.

A single Internship is offered for a period of not less than three months and not more than six months. A stipend of $25,000 is offered.

The Bequest Committee may also approve additional support, up to $1,000, on application from the Intern in order to support presentation of research findings (for example, conference attendance and publication costs).

The Internship requires an active engagement with the print collections of the University of Melbourne and the NGV. Applicants will submit a research proposal indicating their area of research interest and nominating the collections areas likely to support the research project. The research activity of the project need not be evenly distributed across the two collections.

Applications will be reviewed in consultation with relevant collection managers in order to assess the feasibility of the proposed research project. Applicants should demonstrate a preliminary understanding of the content and character of collections nominated in their submitted proposal.

The Internship is offered in order to foster the professional development of early career researchers. It is not offered to the support completion of a higher degree.

Internship requirements
Successful applicants will be required to:

- commence the Internship within the year of the award (e.g. 2013) and complete the Internship within the term of the award (e.g. 3-6 months from commencement date)
- make significant use of the print collections of the University of Melbourne and/or the NGV
- undertake research within parameters agreed upon by relevant collection managers
- spend at least 75 percent of their research time in Melbourne
- give a public presentation of the results of their research and, where appropriate, deposit a copy of their research with the Ian Potter Museum of Art

As the internship is awarded in the spirit of early career mentorship, the recipient will be encouraged to develop project output in consultation with relevant staff of the Potter. Previous interns have delivered conference papers, floor talks and published articles on their projects. However, there is no compulsory output required.