HOW TO APPLY FOR THE Archives, History and Heritage Advanced Internship Program
The Archives, History and Heritage Advanced (AHHA) Internship Program gives the next generation of diverse archivists and knowledge workers invaluable opportunities to analyze, organize, and interpret collections or programs that help share an inclusive story of the American experience.

**Format**
To create more opportunities and increase impact in 2022—while recognizing the uncertainties of the ongoing pandemic—the fall 2022 session will be a hybrid format that includes both remote and onsite projects.

**Eligibility**
Currently enrolled undergraduate juniors and seniors, masters and Ph.D. candidates or those who have graduated between December 1, 2021 – June 30, 2022.

**Key Dates**
- Monday, 3/21/2022: Application period opens
- Monday, 4/25/2022: Application period closes
- Monday, 9/12/2022: Program starts
- Friday, 11/18/2022: Program ends
Prepare to Apply
Read the full descriptions for AHHA’s remote internship and onsite internship on the Library’s Internships and Fellowships Opportunities page, and get familiar with the expectations and eligibility criteria. Read through the list of projects and look for topics that align with your interests and goals.

Create a login.gov account
If this is your first time applying through USAJOBS.gov, you’ll want to create a login.gov account. Next, create a profile in USAJOBS.gov.

Read the job posting thoroughly
Click the USAJOBS.gov link from the AHHA remote or onsite project page to access the job posting and preview the vacancy questions.

Request your transcript
Request your transcript through your university. Because delivery can take a while, try to request your transcript as early as you can.
Build your resume
Build your federal style resume in USAJOBS.gov. If you have an existing resume, be sure to convert it to federal style before uploading.

Gather your references
You don’t need to submit letters of reference for the application, but you’ll want to give your references a heads up that you’ll be submitting their names and contact info. Your references will be contacted only if you are selected for the internship.

Submit the Application
When you have all your materials prepared, you’re ready to submit the application via USAJOBS.gov. The deadline is 11:59 p.m. ET on Monday, April 25, 2022.
QUESTIONS?

Be sure to check out the FAQs for the AHHA remote and onsite projects in the full description of the program. If you can’t find your answer in the FAQs, feel free to email us: ahha@loc.gov.