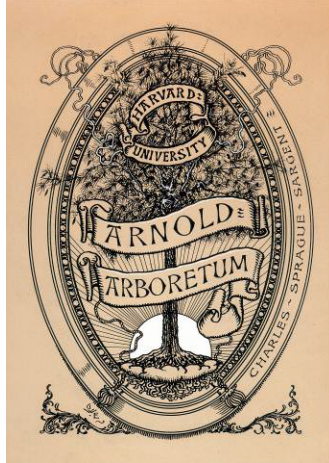


Archives Call I-F 1.5

Intern and Apprentice Records, 1970-.: Guide



The Arnold Arboretum of Harvard University

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Call number: I-F 1.5
Collection name: Intern and Apprentice Records, 1970-.
Archives of the Arnold Arboretum of Harvard University
125 Arborway, Jamaica Plain, Massachusetts

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Descriptive Summary

Repository: Archives of the Arnold Arboretum of Harvard University, Jamaica Plain, MA

Call No.: I-F 1.5

Title: Intern and Apprentice Records, 1970-.

Date(s): 1970-2010

Creator: Office of the Director of Horticulture, Arnold Arboretum

Quantity: 2 linear feet, 5 Hollinger boxes, 1 oversized box

Language of material: English

Abstract: Acquired by the Archives of the Arnold Arboretum from various Directors of Horticulture, the Intern and Apprentice Records collection contains written documents, photographs and ephemera relating to the Hunnewell Internship program. Currently the collection contains material from 1970 to 2010, but more material is expected to be added as it is donated to the archives.

Note: Access to Finding Aid record in [HOLLIS](#).

Preferred Citation: Intern and Apprentice Records, 1970-2010. Archives of the Arnold Arboretum of Harvard University.

Processing Information

2014, Anna Boutin. 2015, edited by Stephanie Turnbull. 2023, 2024, edited by Larissa Glasser.

Acquisition Information

Provenance: The materials within this collection have been accumulated from the various Directors of Horticulture that have served the Arnold Arboretum over the years 1970-2004.

Terms of Access

Researchers seeking to examine archival materials are strongly encouraged to make an appointment. The Director, or an office of origin, may place restrictions on the use of some or all its records. The extent and length of the restriction will be determined by the Director, office of origin, and the Archivist and will be enforced equally for all researchers.

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Historical Note

The Arnold Arboretum has had many interns across multiple departments helping with research, curation and grounds work. One of the most well-known and longstanding internship opportunities is the Isabella Welles Hunnewell Internship Program. The Hunnewell Internship is a paid internship that combines hands on training alongside professional Horticultural staff as well as educational classes. The Intern and Apprentice Records (1970-2004) document the hiring process for the Hunnewell Horticultural Internship Program from 1970 to 2004.



Image 1: Horticultural Trainees, 1980

Scope and Content

The Intern and Apprentice Records (1970-2004) contain a variety of records, including previous internship applications, photographs of interns, and administrative documentation pertaining to the internship program, ranging in date from 1970 to 2004. The bulk of the collection includes both previous internship applications from the late 1990s to the early 2000s, as well as program evaluations completed by the interns, dated in bulk from the early 1990s to the early 2000s.

Arrangement

The collection is arranged into five series. Note that internship applications in Series II are organized first by chronological year and then alphabetically by intern last name.

- Series I:** Promotional Materials
- Series II:** Administrative Records
1. Internship Applications and Statistics
 2. Orientation Materials
 3. Intern Lists
 4. Miscellaneous Notes and Paperwork
 5. Program Evaluations
- Series III:** Publications and Intern Presentations/Projects
- Series IV:** Post-Internship Communication
- Series V:** Photographs and Ephemera

Container List

Box 1

Series I: Promotional Materials

Folder

1. Program Descriptions and Advertisements
2. Program Poster, 1988
3. Program Poster, 1989
4. Program Poster, 1990
5. Program Poster, 1992
6. Program Poster, 1993
7. Program Poster, 1994
8. Program Poster, 1995
9. Program Poster, 1996
10. Program Poster, 1997
11. Program Poster, 1998
12. Program Poster, 1999
13. Program Poster, 2000
14. Program Poster, 2001
15. Program Poster, 2002

Box 1

Series II: Administrative Records

Subseries i: Internship Applications

Folder

1. Application Template, n.d.
2. Applications, 1982
3. Abramavicus, 1999
4. Callahan, 1999
5. Clancy, 1999
6. Corcoran, 1999
7. Erickson, 1999
8. Gupta, 1999
9. Knobil, 1999
10. Mauer, 1999
11. Pemrose, 1999
12. Pettit, 1999
13. Scherr, 1999
14. Schneider, 1999
15. Wiersma, 1999



16. Zicha, 1999
17. Harding, 2000
18. Hasilo, 2000
19. Heffner, 2000
20. Heja, 2000
21. Kitajima, 2000
22. Kopf, 2000
23. Liszkay, 2000
24. Maciaszek, 2000
25. Novoa, 2000
26. Pulte, 2000
27. Rabideaux, 2000
28. Rossi, 2000
29. Sullivan, 2000
30. Adowah, 2001
31. Backer, 2001
32. Carter, 2001
33. Egger, 2001
34. Faris, 2001
35. Knorr, 2001
36. March, 2001
37. Morgan, 2001
38. Napoleon, 2001
39. O'Hanian, 2001
40. Rennick, 2001
41. Schiffman, 2001
42. Straate, 2001

Box 2

Series II: Administrative Records

Subseries i: Internship Applications

Folder

1. Agnoletto, 2002
2. Audette, 2002
3. Berghammer, 2002
4. Bicksler, 2002
5. Carr, 2002
6. Hofmann, 2002
7. Loeffler, 2002
8. Marshall, 2002
9. Mohrin, 2002
10. O'Brien, 2002
11. Post, 2002
12. Stay, 2002
13. Stecker, 2002
14. Switzer, 2002
15. Watson, 2002
16. Wolyniak, 2002
17. Arcate, 2003
18. Castro, 2003
19. Clay, 2003
20. Doyle, 2003
21. Groetsch, 2003

Image 2: Horticultural Trainees, 1981



Image 3: Summer Interns, 1991.

From the back, left to right: Diane Drake, Ken McCallum, Darrell Sullivan, Angela Jones, John Merrill, Carol Keaney, Todd Burns, Nicholas Slabyj, Andrea Murmann, Joseph Jurek, Angelika Speckhard, Julane Fagnant, Jaqueline Kuhn, Aaron Piacentini, Amy Salvatore, and James Wallace. Not in Photo: Paul Callahan, Becky Joyner, and Suzanne Kennedy.

22. Hill, 2003
23. Kettel, 2003
24. McCall, 2003
25. Peter, 2003
26. Reichle III, 2003
27. Rounsaville, 2003
28. Swartz, 2003
29. VanBatenburg, 2003
30. Woodruff, 2003
31. Application Statistics, 1990-2003

Box 2

Series II: Administrative Records

Subseries ii: Orientation Materials

Folder

1. Orientation Materials, 1982-1992
2. Orientation Materials, 1993-2003

Box 2

Series II: Administrative Records

Subseries iii: Intern Lists

Folder

1. Intern Lists, 1980-1989
2. Intern Lists, 1990-1999
3. Intern Lists, 2001, 2004, and undated

Box 2

Series II: Administrative Records

Subseries iv: Miscellaneous Notes and Paperwork

Folder

1. Miscellaneous Notes and Paperwork, 1981
2. Miscellaneous Notes and Paperwork, 1982
3. Miscellaneous Notes and Paperwork, 1983
4. Miscellaneous Notes and Paperwork, 1985
5. Miscellaneous Notes and Paperwork, 1986
6. Miscellaneous Notes and Paperwork, 1987
7. Miscellaneous Notes and Paperwork, 1988

Box 3

Series II: Administrative Records

Subseries iv: Miscellaneous Notes and Paperwork

1. Miscellaneous Notes and Paperwork, 1990
2. Miscellaneous Notes and Paperwork, 1991
3. Miscellaneous Notes and Paperwork, 1992
4. Miscellaneous Notes and Paperwork, 1993
5. Miscellaneous Notes and Paperwork, 1994
6. Miscellaneous Notes and Paperwork, 1995
7. Miscellaneous Notes and Paperwork, 1996
8. Miscellaneous Notes and Paperwork, 1997
9. Miscellaneous Notes and Paperwork, 1999
10. Miscellaneous Notes and Paperwork, 2000
11. Miscellaneous Notes and Paperwork, 2003 (and undated)

Box 3**Series II: Administrative Records****Subseries v: Program Evaluations****Folder**

1. Program Evaluation Templates, 1983-1996
2. Program Evaluations, 1979
3. Program Evaluations, 1983
4. Program Evaluations, 1990
5. Program Evaluations, 1991
6. Program Evaluations, 1992
7. Program Evaluations, 1993
8. Program Evaluations, 1994
9. Program Evaluations, 1995
10. Program Evaluations, 1996

Box 4

11. Program Evaluations, 1997
12. Program Evaluations, 1998
13. Program Evaluations, 1999
14. Program Evaluations, 2000
15. Program Evaluations, 2002
16. Program Evaluations, 2003
17. Program Evaluations, 2004

Box 4**Series III: Publications and Intern Presentations****Folder**

1. Publications, 1977
2. Publications, 1988
3. Publications, 1990-1993
4. Publications, 1995
5. Publications, 1998
6. Publications, 1999
7. Intern Presentations, 2000
8. Intern Presentations, 2002
9. Intern Presentations, 2003
10. Intern Presentations, 2004
11. Intern Presentations, 2005
12. Project: Peters Hill Natural Woods, 2009
13. Project: Peters Hill Restoration Phase III, 2010
14. Project: Bussey Seep, 2011
15. Project: "The Rockery", 2016
16. Project: Herbaceous Layer: Linden and Beech Collections, 2017

Box 4A (oversize)**Series III: Publications and Intern Presentations**

1. Project: Hemlock Hill: Enhancing Visitor and Education Access, 2019.



Horticultural Training Program

An equally important part of our educational programs is training young adults in the practical, hands-on techniques of horticultural maintenance, greenhouse and nursery operations, and the importance of accurate record keeping. This rigorous internship program, now over 35 years old, incorporates training in woody plant identification, pruning, pest management, and propagation, along with weekly lectures in botany and field trips to private estates and botanical gardens. Approximately 15 young adults from around the world are selected from a competitive pool of applicants to take classes and to work on the Arboretum grounds from April through December.

Botanical gardens have an important role to play in guiding the direction of horticultural education and environmental management especially in the face of the pressures imposed by the ever-expanding human population. Indeed, former interns who were trained through this program are now in positions of prominence and influence in gardens across the country, including here at the Arnold Arboretum. The people that we train at the Arnold Arboretum are every bit as important a resource as the plants we cultivate.

Summer Interns 1996

To obtain additional information about educational programs, tax and estate related benefits, and possible naming opportunities, return the enclosed card or call Dr. Robert Cook, Director of the Arnold Arboretum, at (617) 524-1718 x102 (email: rccook@arnarb.harvard.edu).

Image 4: Summer Interns, 1996. Image also available in *Arnoldia* 56:2

Box 4

Series IV: Post-Internship Communication Folder

1. Robertson, 1982
2. Logan, 1981-1986

Box 4

Series V: Photographs and Ephemera Folder

1. Photographs, c. 1970
 - Five sepia toned photographs, labelled on back.
2. Miscellaneous dated slides, 1973-1983
 - Seven color slides, some dated and titled in pencil.
3. Photographs, 1978
 - One black and white photograph, labelled and dated on back.
4. Photograph, 1980 (*Image 1)
 - One black and white photograph, labelled and dated on back.
5. Photographs, 1981 (*Image 2)
 - Three black and white photograph, dated on backs.
6. Ephemera, 1985-1987
 - One orange hardcover book, titled "The Intern Book," with thirteen entries dated from 1985-1987.
 - Note that there is a document in the back of "The Intern Book" written on what appears to be a paper towel. Appears to be some kind of list.

Box 5

7. Photograph, 1988
 - One black and white photograph, titled and dated on sleeve.

8. Photographs, 1990
 - Three black and white photographs with labels, one list of photographed intern names.
9. Photograph, 1991 (*Image 3)
 - One black and white photograph, with carbon copy of photograph and caption.
10. Photograph, 1992
 - One black and white photograph, labelled with title and date on sleeve.
11. Photographs, 1993
 - Two black and white photographs, and set of negatives, labelled with title and date on sleeves.
12. Photographs, 1994
 - Two black and white photographs, labelled with title and date on sleeve.
13. Photographs, 1995
 - One black and white photograph and set of negatives, labelled with title and date on sleeve.
14. Photographs and Ephemera, 1996 (*Image 4)
 - Two black and white photographs, set of negatives, and pamphlet.
15. Photographs, 1997
 - Nine photographs (three black and white, six color), set of negatives, and miscellaneous notes on apprentice program.
16. Photographs, 1999
 - Seven black and white photographs, and copy of illustrated intern names and addresses.
17. Ephemera, 2000
 - Handmade booklet titled "Summer Internship 2000."
18. Photographs, 2001
 - Seven color photographs, unlabeled.
 - One black and white photograph, unlabeled.
 - Five sheets of color slide photographs, with attached labels.
 - Copy of labels for slide photographs, intact.
 - One strip of negatives.
19. Photographs, 2002
 - Twelve Polaroid photographs of interns, labelled with intern name.
 - Two color photographs, labelled with title and date on sleeve.
20. Photographs and Ephemera, undated
 - Photo collage titled "The Crew," with caption on back reading "The Early Days...A Collage by Jen's Mom."
 - Two undated and unlabeled color photographs.
 - Illustrated names and contact information of interns, undated, on yellow card stock.