

Internship Opportunity: New Netherland Settlers Research Intern

New York Genealogical and Biographical Society (NYG&B)

Location: New York City, Remote

Duration: Summer/Fall 2026

Compensation: Academic credit available

About the NYG&B

Founded in 1869, the New York Genealogical and Biographical Society is the largest and oldest genealogical society in New York State. Our mission is to help people discover, preserve, and share the stories of their New York families. We are a nonprofit organization with a vibrant membership community, respected publications, and a growing digital presence.

Internship Overview

The New Netherland Settlers Research Intern will work with the President and CEO, Director of Digital Services, and the New Netherland Research Scholars on background research, record requests, and biographical sketch components pertaining to the NYG&B's [New Netherland Settlers](#) initiative. This is a unique opportunity for a highly motivated and detail-oriented individual to gain firsthand experience with family history research, New York repositories, New Netherland research, and nonprofit work.

Key Responsibilities

- Receives project guidance from the project's Scholars and members of the NYG&B team (as needed).
- Collaborate with fellow Research Assistants and Researchers.
- Conduct original genealogical, historical, and biographical research on those residing in New Netherland prior to 1664. Research should follow the Genealogical Proof Standard (GPS) and aim to gather information necessary to complete an individual sketch.
- Contribute to comprehensive list of New Netherland settlers and associated databases
- Develop components for individual sketches, following the project template, for residents of New Netherland prior to 1664, under the guidance of the project's Scholars.
- Expected to contribute to the completion of an average of 25 sketches or sketch components per quarter.

Desired Qualifications

- Current undergraduate or graduate student, or recent graduate
- Strong organizational skills and attention to detail
- Excellent written and verbal communication skills
- Interest in New Netherland history, genealogy, library sciences, and historical research.
- Working knowledge of original and compiled sources related to settlers in New Netherland in the 1600s.
- Working knowledge of online family history resources (such as Ancestry.com, FamilySearch.org, and MyHeritage.com)
- Familiarity with tools including Microsoft Office, Adobe Acrobat, and Trello, or similar software.

Learning Outcomes

By the end of the internship, the intern will learn how to:

- Request records from online and offline sources
- Work with professional researchers
- Generate background research on a specific topic
- Perform research on New Netherland settlers

To Apply

Please send a resume and brief cover letter explaining your interest in the position and any relevant experience to Mitchell Toolan at intern@nygbs.org. Applications will be reviewed on a rolling basis.