



Cultivate and Preserve the Quilting Arts in Virginia

Gift Shop Internship

Internship Dates: January 5 to May 1, 2027 (flexible)

Application Deadline: November 15, 2026

10 hours per week (flexible)

Stipend of \$600

On-site in Dayton, VA

The Virginia Quilt Museum seeks an intern to assist with our gift shop, e-commerce, and general visitor experience. The museum gift shop features hand-made gifts by local artists and curated goods for quilters, crafters, and art lovers alike. VQM is located in the historic Silver Lake Mill in Dayton, Virginia and is 5 miles from James Madison University, 4 miles from Bridgewater College, and 7 miles from Eastern Mennonite University.

The internship will focus on gift shop operations: staffing the cash register and phone, processing inventory, managing online shop orders, shop decor and presentation, and communicating with museum staff and volunteers. The role also requires assisting visitors with wayfinding in the museum.

The selected intern will work under the supervision of VQM Assistant Director Leslie Schallock and will work both independently and alongside museum staff and volunteers. Experience in retail or other service industry work would suit this role well, but anyone who feels they can promote a welcoming visitor experience while keeping an eye for detail in a shop environment is welcome to apply.

To apply, please send a brief cover letter and resume to info@vaquiltmuseum.org by November 15, 2026 with the subject line **Gift Shop Internship**.