

**Intern and Apprenticeship Records, 1970-1 Guide**



**The Arnold Arboretum of Harvard University**  
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Call Number: 5 F 1.5  
Collection name: Intern and Apprenticeship Records, 1970-  
Archives of the Arnold Arboretum of Harvard University  
125 Arborescens, Jamaica Plain, Massachusetts

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**Descriptive Summary**

**Repository:** Archives of the Arnold Arboretum of Harvard University, Jamaica Plain, MA  
**Call No.:** 5 F 1.5  
**Title:** Intern and Apprenticeship Records, 1970-  
**Dates:** 1970-2010  
**Creator:** Office of the Director of Horticulture, Arnold Arboretum  
**Quantity:** 2 linear feet, 4.5 Hollinger boxes  
**Language of material:** English  
**Abstract:** Acquired by the Archives of the Arnold Arboretum from various Directors of Horticulture, the Intern and Apprenticeship 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 [Isabella Welles](#) or [HUNNEWELL](#)  
**Preferred Citation:** Intern and Apprenticeship Records, 1970-2010. Archives of the Arnold Arboretum of Harvard University.

**Processing Information**

2014, Anna Roudin, 2015, edited by Stephanie Turnbull.

**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 of its records. The extent and length of the restriction will be determined by the Director, office of origin, and the Archive and will be enforced equally for all researchers.

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**Historical Note**

The Arnold Arboretum has had a number of interns across multiple departments helping with research, garden and grounds work. One of the most well-known and long-standing internship opportunities is the Isabella Welles Hunnewell Internship Program. The Hunnewell

Internship and Apprenticeship Records  
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 Hainuweil 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



Image 2: Horticultural Trainees, 1981

**Box 1**  
**Series II: Administrative Records**  
**Subseries 1: Internship Applications**  
**Folder**

- 1. Application Template, n.d.
- 2. Applications, 1982
- 3. Albanowski, 1999
- 4. Calandri, 1999
- 5. Clancy, 1999
- 6. Corcoran, 1999
- 7. Erickson, 1999
- 8. Gales, 1999
- 9. Knödel, 1999
- 10. Mason, 1999
- 11. Petroska, 1999
- 12. Peltz, 1999
- 13. Scheir, 1999
- 14. Schneider, 1999
- 15. Wiersma, 1999
- 16. Zoch, 1999
- 17. Harding, 2000
- 18. Heffner, 2000
- 19. Heffner, 2000

20. Hobb, 2000
21. Kizalina, 2000
22. Kozl, 2001
23. Liskay, 2000
24. Holsztein, 2000
25. Novak, 2000
26. Puh, 2000
27. Rabokanov, 2000
28. Rabi, 2000
29. Sullivan, 2000
30. Adams, 2001
31. Backer, 2001
32. Carter, 2001
33. Egger, 2001
34. Faria, 2001
35. Knorr, 2001
36. March, 2001
37. Morgan, 2001
38. Nopoulos, 2001
39. O'Hanlon, 2001
40. Reznick, 2001
41. Schifman, 2001
42. Strantz, 2001



Image 3: Summer Interns, 1991.  
 From the back, left to right: Diane Drake, Ken McCullum, Dorell Sullivan, Angela Jones, John Merrill, Carol Keane, Todd Burns, Nicholas Slaby, Andrea Mammant, Joseph Berek, Angelika Speckhard, Juliane Fagnant, Jacqueline Rubin, Auntie Parentini, Amy Salvador, and James Wallace. Not in Photo: Paul Callahan, Becky Joyce, and Suzanne Kennedy.

**Box 2**  
**Series II: Administrative Records**  
**Subseries II: Internship Applications**  
**Folders**

1. Agriolotto, 2002
2. Audette, 2002
3. Berghammer, 2002
4. Bickler, 2002
5. Carr, 2002
6. Hoffmann, 2002
7. Iseltier, 2002
8. Marshall, 2002
9. Holsztein, 2002
10. E'Brien, 2002
11. Post, 2002
12. Saly, 2002
13. Stacker, 2002
14. Seltzer, 2002
15. Watson, 2002
16. Warkent, 2002
17. Arcate, 2003
18. Castro, 2003
19. Clay, 2003
20. Doyle, 2003
21. Grottsch, 2003
22. Hill, 2003
23. Kethal, 2003
24. McCall, 2003
25. Petar, 2003

- 26. Raubha III, 2003
- 27. Roundville, 2003
- 28. Swartz, 2003
- 29. VanHaterburg, 2003
- 30. Winkler, 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 III: Administrative Records**

**Subseries III: Intern Lists**

- Folder**
- 1. Intern Lists, 1980-1989
  - 2. Intern Lists, 1990-1999
  - 3. Intern Lists, 2001, 2006, 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**

- Folder**
- 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, 2002 (and undated)

**Box 3**

**Series III: 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: "The Bockery", 2016
15. Project: Herbaceous Layer: Linden and Beech Collections, 2017



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

**Box 4**

**Series 25: Post-Internship Communication**

**Folder**

1. Robinson, 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 photographs, 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 ("bridge 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.
19. Photographs, 2003
- One strip of negatives.
20. Photographs and Ephemera, undated
- Twelve Polaroid photographs of interns, labelled with intern name.
  - Two color photographs, labelled with title and date on sleeve.
  - 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.