

University of Kentucky Libraries Undergraduate Internships in the Special Collections Learning Lab

The UK Libraries Division of Special Collections seeks applications from undergraduate students for internships in the Special Collections Learning Lab.

The purpose of the Special Collections Learning Lab is to promote student research, scholarship, and creativity, and more fully integrate Special Collections and primary source materials into the teaching and research mission of the University.

Special Collections undergraduate interns will be paired with unprocessed or under-processed archival collections and taught how to arrange and describe rare or unique collections in their area of research interest, while enhancing access through the production of guides, exhibits, or transcriptions. In addition, interns will create a poster, presentation, or exhibit reflecting on the impact the internship had on their research. This final project may be designed to dovetail with a required capstone or other academic requirement.

Interns work between five and 10 hours a week in Special Collections during the weekday hours of 9:00 a.m.-5:00 p.m. from September to May, and are paid \$8.80 per hour. Weekly duties include keeping a project journal, related readings and assignments, and entering workflow statistics.

There will be a mandatory training session at the start of the semester for all interns so they better understand archival theory and techniques during the internship.

Instructions

Please submit a completed application form with resume/CV, and one faculty reference by Friday, September 15, 2017, to:

Carol Street
Undergraduate Research Archivist
Special Collections Research Center
University of Kentucky Libraries
Margaret I. King Building
Lexington, KY 40506-0039
carolstreet@uky.edu

University of Kentucky Libraries
Undergraduate Internship in the Special Collections Learning Lab
Application Form

Name: _____

Contact information:

Local address: _____

Phone: _____

Email: _____

Number of credit hours completed as of August 2017:

Major/minor:

Academic Affiliations: [circle all that apply—these are not required for eligibility]

Honors Program

Chellgren Fellow

Gaines Fellow

SPUR or Showcase of Undergraduate Scholars

Other (please describe): _____

Statement of interest:

*Please write a brief statement of *no more than 250 words* stating your research interests and how you would apply them to better understanding or making accessible an archival collection at the University of Kentucky. Please see ExploreUK (exploreuk.uky.edu) for examples of our collections.*

Name of faculty reference:

(Attach letter of recommendation)