



**Archives Internship at the Schuylerville Public Library
2016 Fall Semester
\$500 Stipend**

About the Library

The Schuylerville Public Library is located in the village of Schuylerville and serves a population of 9,981 across seven towns and two villages. Our community has an especially rich past being a battlefield in two wars, location of many revolutions, including fights for freedoms, transportation, and industry along with an abundance of rich natural resources and a bounty of agriculture. In 2013, the Schuylerville Public Library was named a 3-star library by the Library Journal magazine. Each year, the Schuylerville Public Library hosts hundreds of programs and serves thousands of people. All of its programs and exhibitions are free and open to the public. Connect here for TLC! (Technology, Literacy, and Community).

Library hours:

Monday 10am-8pm
Tuesday 10am-5pm
Wednesday 10am-8pm
Thursday 10am-5pm
Friday 10am-8pm
Saturday 10am-1pm
Sunday CLOSED

Internship Goal

The Archives Intern will work closely with the Library Director to assess the local history collection (approximately 60 cubic feet), make recommendations for rehousing, conservation, weeding, purchasing. They will also create finding aids for collections and work on some digitization of historical documents. A flatbed scanner and archival conservation tools/equipment will be made available to the intern.

Qualifications

Candidates must be enrolled in Information Studies course of graduate study and have the ability to work independently. Working knowledge of archival practices strongly preferred. An interest in the history of Schuylerville and its environs is a plus.

To Apply

Send resume, cover letter and two letters of academic reference to Caitlin Johnson, Library Director:

cjohnson@sals.edu

Or Caitlin Johnson
Schuylerville Public Library
52 Ferry Street
Schuylerville, NY 12871

Applications due by July 1, 2016. Internship to begin in September 2016.