



Fashion Institute of Technology-SUNY Library College Archives Fellowship 2022-2023

Fellowship Information

This fellow will contribute to the unique collection of primary source materials in the FIT Library College Archives housed in the college's unit of Special Collections and College Archives (SPARC) unit.

SPARC is a rich study center for the fashion industry, fashion historians, and associated researchers, including students from FIT's wide range of graduate and undergraduate programs. The FIT Library College Archives holds records that document the Fashion Institute of Technology's people, events, buildings, and research. The history of FIT is a vital part of the history of New York City's Garment District, a nationally-registered historic district. The holdings include selected institutional records created by past and current administrative and program units as well as documentation related to FIT campus architecture, information about Museum at FIT exhibitions, and audio-video recordings of FIT-sponsored educational programs including symposia and lectures.

The fellow will work on one or two structured projects that will be supervised by SPARC staff. They will learn how SPARC serves the students of FIT and the wider creative industries community, how it preserves the College's historical records, and how it complies with government retention policies. The fellow will gain experience in problem solving within an archival setting and perform a number of tasks that will involve working directly with archival materials including processing, weeding, inventorying and creating finding aids.

Requirements

The fellowship recipient must have previously completed INFO 625 Mgmt of Archives & Sp Collections and INFO 654 Info Technologies. This fellowship will primarily involve working with physical media, however the applicant must be generally comfortable with working with basic software such as Excel or Google Sheets. They are not required to have knowledge of fashion and textiles (design and/or history), although such a background would be beneficial.

Application Submission

To apply, submit the following as one .pdf file to qlai@pratt.edu:

1. Completed fellowship application
2. Statement of interest discussing why you are applying for this position, especially as related to your academic or professional development and goals. Indicate the types or



areas of work in which you wish to participate and/or experience and explain why the FIT SPARC staff and facilities are particularly well suited to your interests. The essay should be less than 1,000 words in length.

3. Résumé that describes professional experience as well as software/technology proficiency.

The fellowship recipient will commit to working for 8 hours/week (120 hours/semester for the fall 2022 and spring 2023 semesters; 30 weeks total from September 2022-May 2023). This fellowship includes a scholarship in the amount of \$7,210 that will be divided equally between the fall 2022 and spring 2023 semesters.

Fellows must register for INFO 655 Digital Preservation/Curation or INFO 665 Projects in Digital Archives in the fall 2022 semester. For spring 2023, the fellow may take either INFO 698 Practicum/Seminar or present their fellowship project at #infoshow2023 at the end of the semester. If the fellowship recipient has previously taken INFO 655/665, this requirement can be substituted with another archives course subject to the approval of the Dean of the School of Information. The successful applicant must take at least 6 credits in both the fall 2022 and spring 2023 semesters.

The deadline is 5pm EST, Tuesday, April 5, 2022.

APPLICANT INFORMATION

Name: _____

Pratt ID#: _____

E-mail: _____

Telephone: _____

STATEMENT OF ACCURACY

I hereby affirm that all the above stated information provided by me is true and correct to the best of my knowledge.

Applicant signature _____ Date: _____