BROOKLYN MUSEUM ARCHIVES
FELLOWSHIP APPLICATION
2019-2020

Fellowship information
One fellowship opportunity is available at the Brooklyn Museum Archives:

From Microsoft Access to ArchivesSpace Accessibility

In the Summer of 2018, the Brooklyn Museum Archives began the transition to ArchivesSpace from Microsoft Access to manage its collections information. With the support of the Delmas Foundation, the Archives was able to hire a part-time, temporary Project Archivist to begin the migration. Currently ArchivesSpace contains all accession records, 12 new collection level records, and one complete finding aid. The Fellow will contribute to the continuing migration of the 15 Microsoft Access databases. There are 11 processed collections that require data clean up and conversion to EAD to enable their ingest into ArchivesSpace. Building off of the Project Archivists’ workflows the Fellow will have the goal of cleaning, converting, and migrating five collections. In addition to this main project the Fellow will be apprised of all Archives developments and occasionally asked to assist in other small projects. The Fellow will be responsible for creating social media posts to share their work. The fellow is welcome and encouraged to participate in all Brooklyn Museum Internship Program activities.

The fellowship recipient will commit to working on-site at the museum for 8 hours/week (120 hours/semester for the fall 2019 and spring 2020 semesters; 30 weeks total from September 2019-May 2020). This fellowship includes a scholarship in the amount of $5,490 that will be divided equally between the fall 2019 and spring 2020 semesters. Fellows must register for INFO 667 Art Librarianship (fall 2019) and INFO 698 Practicum/Seminar (spring 2020). If the fellowship recipient has previously taken INFO 667 Art Librarianship, this requirement can be substituted with another art librarianship/special collections/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 2019 and spring 2020 semesters.

Please note that continuing the fellowship through spring 2020 is contingent upon review of the fall 2019 semester by Brooklyn Museum staff. The fellowship recipient will be selected by Brooklyn Museum staff following an initial review by Pratt-SI staff. Official notification will be made by late April 2019.

Please contact the SI Office with questions about the fellowship and/or application process.
Eligibility

To be eligible for consideration, an applicant must:
- Have started the MSLIS program no later than spring 2019
- Have a graduation date of June 1, 2020 or later
- Not have previously taken INFO 698 Practicum/Seminar

Application submission & deadline

To apply, send the following as one .pdf file to glai@pratt.edu -
- Completed scholarship application
- Resume/CV
- A list detailing your software/technology proficiency
- Statement of purpose (1-2 pages explaining why you’re applying for the fellowship and what you hope to gain from the experience, etc.)

The deadline is 5pm EST, Thursday, April 4, 2019.

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