Fellowship information
Two fellowship opportunities are available at the Metropolitan Museum of Art’s Thomas J. Watson Library. Fellowship recipients will follow a guided learning experience for which the outcomes include learning experiences across the key activities of art librarianship.

Over two semesters, fellows will undertake a survey of all the areas of operations in the library: technical services, reader services, digitization, systems, and conservation. This will take place in the context of hands-on work whenever possible, but also through meetings and demonstrations with staff members. At the same time, there will be a project which will be an opportunity to focus more deeply on several of these areas, developed in consultation with library staff to meet both library needs and intern interest and aptitude, while maintaining some continuity of core duties. Fellows will give a presentation to library staff on their project at the end of the second semester.

Participants will learn best practices in reader services and technical services, from a workflow level down to a personal level, working with reader services and technical services competencies already in place for Watson Library staff. These can include:

- hands-on work with technical services workflows;
- copy catalog monographs and auction catalogs in Sierra and Connexion Client;
- gain reader service experience on the registration desk assisting all library visitors to the research library;
- learn how to perform basic book conservation procedures (making enclosures, plastic covers, etc.);
- carry out basic acquisitions functions such as placing orders, selecting and receiving;
- learn the basics of creating metadata in CONTENTdm and work with our cutting edge scanners on digitization projects;
- help with record loads and data transformation;
- become familiar with serials workflows; and
- participate with various circulation activities such as paging, shelf-reading, and searching for missing books.
Fellowship recipients will learn about basic preservation theory, and preservation issues specific to art books, gain familiarity with conservation vendors; become familiar with conducting preservation needs assessments, and identifying books with artifactual value.

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 2019 is contingent upon review of the fall 2019 semester by Watson Library staff. The fellowship recipient will be selected by Watson Library 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 qlai@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