

Pratt School of Information

New York Public Library Digital Archives & Preservation Fellowship

2024-2025

Fellowship information

The purpose of the Digital Archives and Preservation Fellowship is to provide support for a MSLIS student with the Advanced Certificate in Archives to gain hands-on experience with the lifecycle of born-digital collections, including disk imaging, born-digital audio/video, supporting archival processing, ingest into NYPL's repository, and to research a topic of their interest. The Fellow may gain or grow technical experience with tools such as GitHub, Preservica, Python, and various command-line tools, such as BagIt and Siegfried.

Note fellowship tasks do not include digitization.

Fellowship time is split between three teams. Potential tasks include:

- NYPL Digital Archives Team
 - Read and contribute to the NYPL digital archives documentation
 - Inventory media from an archival collection
 - Transfer files from obsolete digital carrier formats using write blockers and forensic workstations
- NYPL Archival Processing Unit
 - Read the NYPL processing manual
 - Meet with processing archivists working on collections with born-digital material
 - Add born-digital components to a collection in ASpace
- NYPL Digital Repository Team
 - Read and contribute to the NYPL digital preservation documentation
 - Understand the digital repository, Preservica's role and functionalities within the Library's workflows
 - Survey unmanaged collections to prepare for ingest
 - Technical tools development using Python and Git

Research Activities

Work may include literature reviews, staff interviews, scripting, and other work as determined in partnership with the fellowship recipient. Examples of topics include:

- Document the collection and preservation of software
- Research usage policies and practices for born-digital archives in reading rooms
- Evaluate the effectiveness of transfer processes
- File format research
- Others as discussed with fellow

All projects are conducted from the Library Services Center in Long Island City, Queens. The fellowship recipient will be selected by New York Public Library Special Collections staff following an initial review by SI staff. Official notification will be made by early May 2024.

The fellowship recipient will commit to working on-site for 8 hours/week (120 hours/semester for the fall 2024 and spring 2025 semesters; 30 weeks total from September 2024-May 2025). This fellowship includes a scholarship in the amount of \$7,730 that will be divided equally between the fall 2024 and spring 2025 semesters. Fellows must register for INFO 665 Projects in Digital Archives in fall 2024. For spring 2025, the fellow may take either INFO 698 Practicum/Seminar or present their fellowship project at #infoshow2025 at the end of the semester. If the fellowship recipient has previously taken INFO 665 Projects in Digital Archives, 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 2024 and spring 2025 semesters.

Please note that continuing the fellowship through spring 2025 is contingent upon review of the fall 2024 semester by New York Public Library Special Collections staff.

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 2024
- an expected graduation date of June 1, 2025 or later
- taken and completed the following courses prior to fall 2024:
INFO 625 Management of Archives & Special Collections

INFO 654 Information Technologies

Application submission & deadline

To apply, send the following as one .pdf file to qlai@pratt.edu -

- Completed Applicant Information Sheet (page 3)
- 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, Monday, April 8, 2024.

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