



The Black Archives History & Research Foundation of South Florida, Inc.

INTERNSHIP PROGRAM

The Black Archives Internship Program is designed to provide hands-on experience in archival methods and practices to undergraduate and graduate students interested in African American studies, humanities, social sciences, library science, archival science, anthropology and education. The goal of this program is to provide meaningful and realistic work experience that will be beneficial to both students and our organization.

Students will work alongside archival department professionals to assist in an expansive digitization project that will allow for widespread public access to newspapers from historic black owned publishers. Students will have the opportunity to learn new technology and help with facilitating digital exhibits for the completed project.

Background

The Black Archives History & Research Foundation of South Florida, Inc. was founded in 1977 as a non-profit organization to collect and preserve the rapidly vanishing material that reflects the African American experience in Miami-Dade County. The Black Archives is a national resource recounting the history of Black Miami and includes both the exceptional, and the everyday activities of black South Florida life. Our repository contains manuscript records and artifacts that are both historical (dating back to Miami's incorporation in 1896) and contemporary in time.

Internship Description

- Arrangement and description of unprocessed collections
- Preservation of historical documents
- Working alongside Archival staff on special projects
- Assisting with special programs and outreach events
- Reference and research services
- Focus on digitization and metadata entry

Stipend

\$2,500 a Semester

How to Apply

Students interested in participating in the Black Archives Internship Program should submit the following:

1. **Statement of Interest:** Please outline your interest in the program and what you hope to learn (500 word min, 1000 word max)
2. **Resume:** Detail your educational background and work/volunteer experience
3. **References:**
Supply the name and email address of at least one reference whom we will contact for a letter of recommendation. Reference should be able to speak to the applicant's academic abilities, but personal recommendations will also be considered.
4. **A copy of the applicant's class schedule along with hours willing to commit to the program per week.**

Deadline to apply: 9/15/2021

Email: archivist@bahlt.org