

Fall 2024 Internships

Title: Oral History and Podcast Intern

Section: Oral History, Special Collections Section

Description: The intern will assist the oral historian in the collection, arrangement, description and processing of several oral history collections. Other tasks include: Logging and transcribing oral histories; scheduling and conducting interviews including making sure the equipment is functioning during the interview along with asking follow-up questions; participating in social media content creation and assisting with all other oral history related work. The intern will also help the *Connecting the Docs* podcast team conduct research in collections for the planned episodes of Season 5-6 as well as assist with writing scripts and recording episodes alongside the podcast team for the season. If the intern has an interest in audio editing, they will have the opportunity to edit audio as well.

Seeking someone with a bachelor's degree in public history or similar, minimum; working toward a master's degree preferred. The position would require students to work with digital access, transcription, indexing, and potentially interview individuals for new oral history projects. Some oral history experience preferred.

Estimated hours: 10-20 hours/week

Able to work remotely? Yes

Title: A/V Intern

Section: Audiovisual Unit, Special Collections Section

Description: The AVAD (Audiovisual Arrangement and Description) project aims to enhance the organization, description and accessibility of the audiovisual materials located within the State Archives of North Carolina's Special Collections Audiovisual Unit. This project will focus on enhancements by utilizing a systematic arrangement, with accurate descriptions for a diverse range of audiovisual materials including negatives, photographs and audio recordings among additional audiovisual formats. Major tasks involved: Conducting an inventory using excel to create folder or item level descriptions of specified collections to make accessible and discoverable to researchers, re-housing materials into appropriate archival folders and containers for permanent long-term storage, highlighting images of African Americans and people of color, in addition to bringing awareness to images regarding importance in NC history.

Seeking an undergraduate or graduate student in history, public history, museum studies, or library science

Estimated hours: 10-20 hours week

Able to work remotely? No, Onsite only

Title: Digitization Intern

Section: Digital Access Branch, Digital Services Section

Description: The Aycock Brown Photograph digital collection (AV.5127) features a diverse array of images, including Brown family photographs, Outer Banks aerials, beach and fishing scenes, and more. Documenting the evolution of the Outer Banks as a popular tourist

destination and the lives of those who lived there, this project is ongoing as we continue to receive new selections to be digitized from the Outer Banks History Center. As the intern, you will assist in the digitization process by creating image metadata using institutional guidelines, contribute to indexing efforts for efficient retrieval, and have the opportunity to engage in social media content creation to highlight the collection.

Seeking a current graduate student or recent graduate from a library and information science program (or related discipline).

Estimated hours: 10-15 hours/week

Able to work remotely? Yes, with optional in-person component

Title: Special Collections Processing Intern

Section: Military Collections, Special Collections Section

Description: This intern will work with the Military Collections Archivist in processing collections, conducting research, and managing digital content and outreach efforts. The primary project of this internship will be the reprocessing of a collection of World War II-era panorama photographs. The project will include completing an inventory, creating a processing plan, arranging and rehousing materials, conducting historical research, and compiling a finding aid that will be published in the online catalog

Other tasks may include processing new collections; rehousing collection materials; assisting with digital outreach communications and programs; completing oral history interviews and transcriptions; and assisting with any other department projects.

Seeking an undergraduate or graduate student in library science, public history, history, social sciences, or any other field where research skills are emphasized.

Estimated hours: 10-15hrs/week

Able to work remotely? No, in-person only