



Robert Rauschenberg Foundation
381 Lafayette Street
New York, New York 10003

Robert Rauschenberg Foundation Archives Internship

The Robert Rauschenberg Foundation is seeking a current or recent MSLIS graduate student for a Spring 2017 internship. This 12-week paid internship requires a minimum commitment of 2-3 days a week from mid-January to mid-April. Academic credit is encouraged and supported.

Under supervision of the Director of Archives and Scholarship and Associate Archivist, possible projects include:

- Arrange, describe, and rehouse archives materials.
- Create finding aids and/or digital object records in ArchivesSpace.
- Assist with digitization and metadata entry.
- Assist with research appointments and other duties as assigned.

Qualifications:

- Current or recent Master of Science in Library and Information Science student with a specialization in archives
- Knowledge of basic archival principles
- Familiarity with ArchivesSpace desired
- Knowledge of Rauschenberg and modern art a plus

To Apply:

If interested, please send a resume, cover letter, and two (2) references to:

Francine Snyder
Director of Archives and Scholarship
Robert Rauschenberg Foundation
381 Lafayette Street
New York, NY 10003
fsnyder@rauschenbergfoundation.org