



THE FRIENDS OF CEDARMERE, INC.

P.O. Box 214

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<http://www.friendsofcedarmere.org>

225 Bryant Avenue, Roslyn Harbor, NY

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Dear LIS Program Deans/Directors,

March 28, 2016

This is to ask that you post this **paid internship opportunity**, (\$3,000 - pending funding) at your earliest convenience for students. This is a summer internship which will begin mid-May.

The Library contains books owned by William Cullen Bryant, noted 19th century poet, editor and civic reformer. Bryant lived on his Long Island estate from 1843 until his death in 1878, as did his grandson and great granddaughter until 1975. The 1,800 titles and 1,290 titles cover diverse topics and have volumes dating back to the 1600s. A conservator from NEDCC recently completed an item by item assessment of the collection's preservation requirements which will guide work going forward this spring and summer.

Position Description: Assist with, and learn about the following:

- Clean and assess the physical condition of books and other materials;
- Enter bibliographic, location & conditions in an Access database;
- Do the treatment recommendations made by the NDECC conservator which may include wrapping books in acid free paper or mylar and making custom made boxes; and
- Other duties as assigned.

Position requirements:

- Completion of 27 credits in an LIS program;
- Knowledge of special collections, conservation, preservation, US history, 19th century literature are desirable.
- Ability to use Excel and/or Access required;
- Applicants who do not have a car and use public transit will be expected to cover those expenses out of the stipend.

To apply, send email to: alwoods10@gmail.com or call 516-671-3295

Many thanks for your assistance.

Anne Woodsworth, Ph.D., Former LIS Dean at LIU and Pratt Institute
Board Director