

The Rock and Roll Hall of Fame and Museum's Library and Archives

The Rock and Roll Hall of Fame and Museum's Library and Archives offers opportunities for Summer 2016 intern experiences to students preparing for careers in music, public history, libraries, and archives. Interns work on a volunteer basis under the supervision and guidance of a Library and Archives' staff member.

Internships are offered in the following areas:

Archival Arrangement, Preservation, and Description Participate in archival processing, including the arrangement and description of archival collections, use of an archival content management system, performing basic preservation work on document-based collections, and assisting in other archives projects as needed. Current projects include (1) continued processing of the Rolling Stone Collection<<http://catalog.rockhall.com/catalog/ARC-0114>>, (2) detailed description of the James Brawley Collection<<http://catalog.rockhall.com/catalog/ARC-0045>>, (3) Scan Day events to be scheduled for summer 2016, and (4) arrangement and description of our NEO Sound<<http://library.rockhall.com/neosound>> collections.

Collection Development and Management

Participate in collection development activities in a music research library. Three current projects are (1) the assessment and evaluation of our music zine collection in preparation for a cataloging and digitization project, (2) the weeding of our vinyl record collection, and (3) creating a sustainable business model for selling deaccessioned library materials.

Reference and Outreach

Support research activities of the institution. Work includes (1) staffing the reading room to assist researchers in person, (2) providing virtual reference, (3) utilizing LibGuides to create online reference resources, and (4) social media outreach.

How to Apply:

Please complete the following steps to apply for an internship with the Library and Archives:

1. Prepare a cover letter and resume.
2. Include a letter of reference/recommendation from a professor in your field.*
3. Personal Statement - prepare a one-page summary describing what you hope to bring to the internship and what you hope to gain during the internship. Indicate in which area/project you are interested.

Deadline to Apply:

Extended to February 29, 2015