

## **ARCHIVES AND ORAL HISTORY INTERNSHIP**

Weeksville Heritage Center, steward of a 19th century African American historic site located in Brooklyn, is seeking undergraduate and graduate students of color for a grant-funded internship. The mission of Weeksville Heritage Center is to promote an appreciation of the African American legacy in Brooklyn and beyond and to foster community empowerment and lifelong learning through research, interpretation and presentation of Weeksville history. In addition to three historic houses with period furnishings interpreted for the general public, Weeksville Heritage Center's collections include archaeological and historical artifacts, historical photographs, books, papers and oral histories.

The Archives Intern will work under the supervising archivist to process the records of The Society for the Preservation of Weeksville and Bedford Stuyvesant History. Students should have completed introductory coursework in Archival Theory and Methods, or have prior experience working with archival materials. The Archives Intern will gain experience in all aspects of archival processing and will produce a finding aid for the collection he or she work on.

The Oral History Intern will work under the supervising oral historian to process previously donated oral histories. Students should have completed undergraduate or graduate level coursework in library science, history, anthropology, or sociology. The Oral History Intern will gain hands-on experience in the collection and processing of oral histories, including research, transcription and auditing, and indexing with the possibility of interviewing.

These internships have been generously funded through the Andrew W. Mellon Foundation. Students interested in pursuing a career the fields of Library Science, Archives, Museum Studies, Public History, and Oral History are encouraged to apply. Applicants should be proficient in MS Office, have excellent organizational, research, and communication skills and be comfortable working independently. An interest in Brooklyn and New York City history, familiarity with African American history, and experience working within a non-profit setting are appreciated.

Interns are expected to work at least 8-12 hours a week for 10 weeks and will be offered a stipend.

To Apply: Application deadline is June 16th. Please Submit resume, cover letter, and list of 2 references to: [obden@weeksvillesociety.org](mailto:obden@weeksvillesociety.org)