

# 70°

## ARCHIVE. PRESERVE. EXHIBIT.

### Archive Intern

As the Archive Intern for [70 Degrees](#), you will learn [Omeka](#), a collection management system. We work with physical and digital collections. You will learn the process of creating inventory lists, building collections, and adding them to a database. We are designing community exhibits which utilize these resources. You will be a part of the research and design team.

Additionally, we are adding new content to the collections. We specialize in oral history methods and are conducting new interviews in 2018. You will help us find archival materials to add into the video. We will also train you to do post-production editing in Adobe Premiere. The final video will have an accompanying transcript, which you will help us edit. The media will then added to [Oral History Metadata Synchronizer](#) (OHMS) which indexes the final video to each thematic section for increased searchability.

### Desired Skills and Expertise

- Interest in local history
- Research and writing skills
- Experience using collection management systems preferred
- Video editing experience preferred
- This internship is for academic credit

Apply with a Cover Letter to: Jennifer Keil, M.A. | [jennifer@70degrees.org](mailto:jennifer@70degrees.org)

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