The Center for Primary Research and Training (CFPRT) seeks applications from UCLA graduate students for positions that will provide first-hand experience in working with archives and special collections material. CFPRT scholars may work up to 19 hours per week during the academic year, Monday-Friday between 9am-5pm, and are paid $19.54 per hour. A minimum of 12 hours per week is strongly encouraged. Spring 2022 positions will be primarily on-site.

To be considered for positions, please email an application, letter of interest, and a CV or résumé to:
Courtney Dean
Head, Center for Primary Research & Training
speccoll-cfprt@library.ucla.edu

Application deadline for spring quarter employment is Friday, March 11th.

Application materials and more information about the Center can be found on our website at:
http://www.library.ucla.edu/special-collections/at-this-location/center-primary-research-training-cfprt

Position Descriptions

Archival Assessment Scholar: American Indian Studies and related fields
Project duration: 2 quarters with possibility to extend if needed

The Archival Assessment Scholar, with consultation from the head of the CFPRT and from the UCLA American Indian Studies Center Librarian & Archivist, and other Tribal or expert consultants as needed, will undertake a project to analyze, contextualize, and as needed, remediate harmful and offensive language in the Finding Aid for the Collection of glass slides of North American Indian Cultures, and on the accompanying collection labels, and establish best practices for the ethical stewardship of American Indian and Indigenous collections in UCLA Library Special Collections (LSC). The scholar will review current literature and guidelines around Native American archival collections (including the “Protocols for Native American Archival Materials” and other relevant literature on the subject) and work closely with the AISC Librarian to research issues related to stewarding materials with Native content, which may include: provenance of the materials, Tribes represented within the collections, specific terminology, and any access considerations around viewing this material.

Desired skills: Experience working in or with collections concerning Tribal, Native, or Indigenous communities, or direct knowledge of, scholarly engagement with, or work with Native communities.

Desired Background: American Indian Studies, Indigenous Studies, Information Studies, Museum Studies, or related fields with a preferred emphasis in Indigenous Librarianship, Community Archiving, or Indigenous Systems of Knowledge. Open to related fields and parallel emphases, or practical work experience working with archival or special collections or related.
Research Scholar
Project duration: 1-2 quarters

The Research Scholar will conduct detailed original research using Library Special Collections (LSC) holdings to conceptualize and develop programming, instruction material, or a digital project which contextualizes LSC's primary sources and highlights obscured or forgotten histories. Potential topics may include redlining, labor history, community histories, policing, social justice movements, and more. The scholar may shape the project to focus on topics or disciplines that align with their own research or personal interests. This will be a hybrid position but will allow for hands-on research with physical collection materials. Desired skills: Applicants should possess strong written and oral communication skills, be highly organized and detail-oriented, and have experience conducting research. Cover letters should indicate several specific LSC collections you would anticipate working with.