



Stack Management

Position Summary

Interns work with the Stacks Manager to ensure that library and archival materials are shelved correctly and can be found easily for researchers. Tasks include reshelving materials, answering reference queries, inventorying collections, searching for missing items, and similar type tasks. This internship is a good introduction to library science and archives work.

Requirements

- Detail-oriented and organized.
- Love history

Term

Potential Stack Management interns may apply to work full or part-time.

Application Process

Interested candidates should submit a cover letter and resume. There will be a phone or in-person interview, and applicants pass a background check.

Please note that this is an unpaid opportunity, but HSP is a happy to work with chosen person(s) to arrange internship credit.

Contact information

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