

UB-JHU Community Archives Fellowship 2021

Call for Applications

MISSION STATEMENT

The UB-JHU Community Archives Fellowship is a joint program of Johns Hopkins' Billie Holiday Project for Liberation Arts and the University of Baltimore Special Collections and Archives designed to increase African American/Black presence in cultural heritage and archival fields.

BACKGROUND

Founded in 2017, the mission of the Billie Holiday Project for Liberation Arts (BHPLA) is to document and disseminate the unique history of African American life, letters, and art in Baltimore, Maryland, and to foster intellectual linkages between the Johns Hopkins Homewood campus and the historic "inner city" of Baltimore. The University of Baltimore (UB) Special Collections and Archives specializes in 20th-century Baltimore history collections and provides access to archival materials in all formats to support the research needs of students, scholars, and the public.

Through the fellowship program and collaborative engagement activities, the broad goals of the UB-JHU partnership are to:

1. Process endangered historical records documenting the lived experiences of Black Baltimoreans
2. Build grassroots stewardship capacity in reclaiming and preserving rare historical assets by providing direct technical assistance to Black cultural and faith-based institutions in Baltimore City
3. Train emerging cultural heritage workers in methods of culturally-appropriate community engagement for the cultivation and preservation of African American historical artifacts

FELLOWSHIP SUMMARY

The UB-JHU Community Archives Fellowship is a training fellowship designed to expose recent HBCU graduates and early career professionals of African/Black descent to careers in cultural heritage, archival management, library sciences, applied social and historical research, historic preservation and curatorship.

Incumbents will be offered a two-year appointment at either Johns Hopkins University or the University of Baltimore. They will support collection processing at the resident institution and work collaboratively with peer Fellows and staff to implement engagement activities involving Baltimore's historic African American churches and the local society of black arts cultural centers. This position requires travel to the communities served.

Fellows will be trained and mentored by Library staff and faculty, and will work closely with community partners to meet program goals. Fellowships are temporary, project-based experiential opportunities. This is an excellent career development opportunity, although there is no expectation of employment with either institution at the conclusion of the fellowship.

SPECIFIC DUTIES AND RESPONSIBILITIES

Under the supervision of lead staff, Fellows will:

- Work with communities, including community advisory groups, in community engagement, collecting initiatives and public programs
- Contribute to the description and processing of existing collections
- Staff an off-campus community archives digitization lab and lead digitization trainings with community stakeholders
- Develop archiving workshops, hold consultative meetings with community partners, and coordinate focus group research
- Participate in the exhibit development process by serving as an assistant exhibit developer (help develop content, draft labels, writes articles, consult on design decisions, develop and participate in programs) for upcoming exhibitions
- Prepare materials for classes and public programs with collection materials

QUALIFICATIONS

- Experience creating content that reflects and engages culturally diverse audiences
- Experience researching and writing about, and/or academic focus relating to Black history and/or historic places and communities strongly preferred. Personal or professional ties to African American communities, cultural heritage, or affinity organizations are also a plus
- Basic analytical and problem-solving skills, including issue identification and prioritization. Basic project-organization skills
- Ability to work both independently and collaboratively, including ability to interact professionally with key internal and external stakeholders as needed
- Excellent writing and line-editing skills

- Attention to detail and accuracy
- Strong organizational skills required, with ability to prioritize, multi-task efficiently, and meet deadlines in a timely fashion
- Enthusiasm for embracing the empathy, courage, self-reflection and respect that are essential in a multicultural, diverse and inclusive workplace, and ability to embrace those values in public service work
- B.A. preferred, or comparable combination of college-level study and experience, preferably in journalism, humanities or social sciences, human services or fields related to historic preservation

PREFERRED SKILLS

- Experience with community-based and collaborative approaches to archival practice
- Academic training or background in African American history and culture

PAY

- This fellowship carries an annual salary of \$50,000
- Due to the COVID-19 pandemic, this position is projected to continue working primarily remotely through at least September 2021

APPLICATION INSTRUCTIONS

Applications and supporting materials must be sent to kali.amen@jhu.edu. To be considered for the position, interested candidates should submit a letter describing relevant experience and interests, and a resume or C.V. We will ask finalists for the names and contact information of three professional references (including email addresses). Review of applications will begin June 1, 2021 and continue until position is filled.