

The Friends of the Provincial Archives of Alberta Society is pleased to offer one (1) internship in access/reference services at the Provincial Archives of Alberta. Based in Edmonton, the TRC Project Archivist (Intern) will work on a variety of research, reference, and outreach projects designed to expand the intern's knowledge of access and its applications in an archival context, with a specific focus on the Truth and Reconciliation Commission (TRC) Calls to Action. Projects include research into and description of Indigenous-related archival records, a review of Indigenous-related record resource guides at other information management facilities, and client-driven reference work.

The ideal candidate would have an advanced degree in a related discipline with experience relating to Indigenous studies or history with experience in research. Proficiency in Microsoft Office is required, specifically Word, Excel, Outlook and PowerPoint. A willingness to participate in community engagement and collaboration is also important, as is the enthusiasm to make the most of an excellent practical learning opportunity.

The Friends of the Provincial Archives of Alberta Society is an equal opportunity employer and welcomes applications from all qualified parties (particularly women, persons with disabilities, and members of visible minority and Indigenous communities).

This position runs for 24 weeks, from September 10, 2018-February 28, 2019 with a stipend of \$20.20/hour (36.25 hours per week). Start and end dates are flexible.

To apply forward a letter of interest, résumé, and writing sample (500 words maximum) by August 8, 2018 to:

Robin Wallace
Reference Archivist/Librarian
Provincial Archives of Alberta
8555 Roper Road
Edmonton AB T6E 5W1
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