



Marylouise Meder Internship
Kansas Historical Society
Summer 2017

The Kansas Historical Society is seeking one graduate student intern with strong interests in archival studies, digital collections, and Kansas history for the Marylouise Meder Internship.

The Kansas Historical Society would like to announce the Marylouise Meder internship to any library, history, or archival students. Dr. Marylouise Meder had a lifelong career in library science, working in college libraries, and an interest in Kansas history. Her wish to endow a fund for internships with the State Archives was honored by the executive committee at her passing.

Meder earned her doctoral degree in 1964 from the University of Michigan's School of Information. She had a long career in library science, working in college libraries and later teaching at Drexel University, Rutgers University, and Texas Woman's University before joining the Emporia State University faculty. Meder taught at Emporia State University's Library and Information Management from 1971 until her retirement in 1991. Dr. Meder was a life member of KSHS, Inc., since 1976.

Intern's Duties:

Duties may include appraising records, weeding extraneous materials, and writing series descriptions, inventories, or other finding aids. The intern may arrange and describe photographic and textual material as well as process other manuscript collections. Additionally, involvement in the retention scheduling process may include revision of schedule entries, presentation to the State Records Board, deaccessioning materials no longer deemed archival, and work with potential and current donors. Finally, interns may digitize processed documents and prepare metadata under the supervision of the digital initiatives section staff.

Qualifications:

Working knowledge of relational databases, familiarity with visual literacy





competency standards, attention to detail, and the ability to work independently are preferred. Students with coursework in archival studies, digital libraries/archives, and U.S. history or culture will be given priority. Exceptional candidates in other concentrations will also be considered.

The Meder Internships are an excellent opportunity to learn about the inner workings of traditional and digital archives, to develop hands-on experience in archival best practices, and to work with original records, manuscripts, and photographs from key periods in U.S. history.

Required application materials:

- Completed application form:
http://www.kshs.org/about/pdfs/internship_application.pdf
- Short explanation of how the internship fits into the student's career plan
- Current resume
- Current university transcript (copies are acceptable)
- Two letters of recommendation, one of which must be from a professional in the student's field

Deadline: April 15, 2017

Internship length: 8 weeks, 40 hours per week

Stipend: \$2,500

Application materials should be emailed to information@kshs.org or sent to:

Kansas Historical Society

6425 SW 6th Avenue

Topeka KS 66615-1099

