KCAA: Kansas City Area Archivists

The Kansas City Area Archivists, through its publications, programs, and awards, strives to serve as a means for information exchange, cooperation, and professional growth among its members, and to thereby foster and enrich the collection, preservation, and availability of historical records throughout the Kansas City region. Our ability to study and understand the past rests largely on the availability of historical materials for examination and research. At work throughout the Kansas City region are persons dedicated, either through professional responsibilities or personal interest, to making historical materials available for use by identifying, collecting, and preserving the records of our heritage. The Kansas City Area Archivists, a local professional association of archivists, manuscript curators, librarians, historians, and others, seeks to unite and support those individuals interested in advancing archival collections within the Kansas City area.
KCAA Minority Internship

The internship is designed to provide exposure to the archival profession and its institutions. Successful applicants will work with original and unique historical documents, learn archival principals and practice, while also increasing their research skills. The internship program aims to increase interest in the archival profession among minority students. Diversity within the archival profession will lead to diversity within archival collections, helping to accurately and fully record the past.

STIPEND: $2000.00

APPOINTMENT
Two hundred hours to be completed by the end of the summer break (less than twenty hours per week). The intern will have the opportunity to work with professional archivists at one of several participating area institutions.

POSITION DESCRIPTION
Duties assigned will involve the five basic archival functions: acquisition and appraisal, arrangement and description, preservation, reference, and outreach.

QUALIFICATIONS
The requirements for consideration are: you must be a member of an ethnic minority, enrolled in a two or four-year college program for the up coming fall semester, and have a strong interest in the field of history.

LODGING
Lodging arrangements are the responsibility of the intern.

APPLICATION PROCEDURES
Submit the following for consideration:

1. Cover letter stating your interest in the internship and your future career goals (please include an email address and a telephone number where you may be reached during the day).
2. Resume indicating your academic background, work experience, and volunteer service.
3. Transcript or printout of classes you have taken and are currently enrolled in.

Deadline for applications
April 30, 2009

Submit application material to:
Letha E. Johnson
KCAA Minority Internship
Spencer Research Library
1450 Poplar Ln
Lawrence, KS 66045

For further information contact Letha Johnson at: Ljohnson18@ku.edu.

Minority Internship Program Contribution Form

The Minority Internship program is possible due to the generosity of KCAA members and their communities. A stipend, currently set at $2000, is provided for the intern to work in a participating repository for a 10-week period during summer. As the costs associated with obtaining a college education continue to increase, fewer and fewer students are able to participate in unpaid internship programs.

Name: ________________________________
Institution: ________________________________
Address: ____________________________________________
City: ________________________________
State/Zip: ________________________________
Phone: ________________________________
Fax: ________________________________
E-mail: ________________________________

Please specify the amount you wish to donate: $______________

Make checks payable to KCAA

Mail your check with this form to:
Maggi Mueller, KCAA Treasurer
Saint Paul School of Theology
5123 Truman Rd
Kansas City, MO 64127-2499