
Job Title	Collections Accessibility Intern
PVN ID	VU-2103-003933
Category	Research
Location	OFFICE OF SR VC FOR UNIVERSITY RELATIONS
Department	CUNY Television
Status	Part Time
Hourly Rate	\$15.00-\$15.00
Hour(s) a Week	14.00
Closing Date	Apr 28, 2021 (Or Until Filled)

General Description

Interns within CUNY TV's archive participate in digital preservation, digitization, collection management, and media cataloging projects. Interns will work with a variety of analog and digital audiovisual formats, help facilitate better access to collections, catalog media with the PBCore metadata standard, apply OAIS principles, learn various command-line tools, and learn how to apply and develop microservices. The intern will also have the opportunity to work on a number of projects including collection inventory, born-digital processing, quality control, access, and assessment along with ongoing audiovisual digitization projects.

Uncovering CUNY's Audiovisual History internships focus on supporting the accessibility, publication, and preservation of public television collections found in archives across the CUNY network. Interns work closely with the project's Collection Coordinator and mentored by all of CUNY TV's library staff. More detailed information about the project can be found here:

<https://github.com/cunytv/UncoveringCUNYTV/blob/main/README.md/>

The Summer 2021 internship is remote and will focus primarily on three public access television collections from The Center for Puerto Rican Studies at Hunter College, *HoMovisiones*, *Centro Records*, and *Politics con Sabor*, programs that served Spanish-speaking communities in New York City in the 1980s and 1990s. The anticipated duties of the internship include:

- Coordinating Spanish-language captioning of videos prior to publication by correcting and verifying auto-captioned transcripts
- Quality control on the digital results of the videotape transfers
- Ingest and migration of digital results to LTO-7 tapes with fixity verification and reprocessing as needed
- Cleanup and refinement of related descriptive, technical, and administrative metadata in English and in Spanish.

Other Duties

Working under the mentorship of the CUNY staff, the internship may include other tasks, which are flexible depending on the intern's interest.

- Participate in social media and outreach to promote the collections to a wider audience
- Review and optimize preservation-to-publication workflow
- Experiment with remote digitization of digital videotape
- Submitting access and accessibility content for upload to Youtube and Internet Archive

Qualifications

- Enrollment within a library science, archival studies, or moving image preservation program is preferred, but we would also be interested in students working on their masters in disability studies, or the Spanish language.
- Fluent in both English and Spanish with strong writing skills in both
- Experience with the application of metadata standards
- Experience with collection management and audiovisual inventory
- Familiarity with basic command-line operations
- Familiarity with videotape digitization
- Strong interest in Latina/Latino/Latinx politics and history
- Pro-active, self-starting and able to work reliably from home