



Job Title	Audio Preservation Intern
PVN ID	VU-2304-005572
Category	Research
Location	OFFICE OF SR VC FOR UNIVERSITY RELATIONS
Department	CUNY Television
Status	Part Time
Hourly Rate	\$23.00-\$23.00
Hour(s) a Week	30.00
Closing Date	May 24, 2023 (Or Until Filled)

General Description

The position is offered through the [Association of Moving Image Archivists \(AMIA\) Pathways Fellowship Program](#). The AMIA Pathways Fellowship seeks to support internship applicants from underrepresented communities and of diverse backgrounds and experiences to develop their professional or educational goals in the field of audiovisual archiving. This position begins in June 2023 and lasts for 10 weeks (300 hours).

Application deadline: May 5, 2023

Overview:

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.

The audio preservation intern focuses on supporting the processing of collections and preservation activities within the Himan Brown collection at CUNY Television. The work will be closely mentored by and collaborative with CUNY Television's archivists. The anticipated duties of this internship project include, but not limited to:

- built upon workflows for scanning and processing radio scripts to cover collection ephemera and papers.
- quality control services on the digital results of audio objects
- migration of data derived from audio digitization and film scanning from existing LTO-5 tapes to newer LTO tapes with fixity verification and reprocessing as needed
- updates to audio and script derivative workflows in order to produce accessible and technically accurate derivatives
- clean up and refinement of related descriptive, technical, and administrative metadata

Other Duties

Working under the mentorship of CUNY staff, the internship shall include tasks to:

- Conduct technical experimentation
- Review and optimize audio digitization quality control procedures
- Document segmented or temporal access requirements for audio
- Generate methods to assess CUNY TV's archival information package (AIP) as it applies to audio digitization results
- Develop features and address issues based on institutional needs and those of the wider audiovisual archiving community that also uses these scripts
- Working on library databases in order to better align these workflows with preservation standards, local needs, and digital sustainability
- Preparing born-digital audio data (contained in optical discs and other carriers) for long-term preservation

Qualifications

- enrollment or recent graduation from a graduate program in library science, archival studies, or audiovisual preservation
- experience with digitization
- experience with audiovisual formats
- experience in digital preservation practices
- experience in the application of metadata standards