



**UNIVERSITY LIBRARIES**

**CENTER FOR SOUTHWEST RESEARCH  
& SPECIAL COLLECTIONS**

**Center for Southwest Research and Special Collections  
2021- 2022 UNM Graduate Fellowships**

## **Chinese American Citizens Alliance (ABQ Lodge) Collection**

**Center for Southwest Research and Special Collections**

**The Chinese American Citizens Alliance Fellowship** is generously supported by Drs. Siu Wong and William Jones and is awarded to a graduate student enrolled at the University of New Mexico for work on the CACA ABQ Lodge collections.

The work will involve processing various types of archival material pertaining to Chinese American and communal issues including organizational files; administrative and personal correspondence; interviews; flyers; photographs in analog, digital and audio-visual formats.

### **Duties and Responsibilities**

The fellow will process (preserve, organize, arrange and describe) original archival material. Under the supervision of the archivist, the fellow will consult with resources and persons involved with the creation of the materials to acquire background information about the collections. The fellow will create an inventory with descriptive information to be published as a finding aide on the CSWR online catalogue.

### **Terms of the Award**

The award is for \$16,000. The fellow will work 20 hours each week during the fall and spring semesters including finals week and the week before the start of classes in both the fall and the spring. University-wide holidays are exempted. The fellow is required to give a short research presentation in Spring 2022 relating to the work accomplished during the fellowship.

## **Selection Criteria**

**Required:**

- Graduate student in residence at the University of New Mexico with a minimum of 6 credit hours of course work, thesis or dissertation hours which count towards the graduate degree
- Research and writing skills
- Good communication, organization and time management skills
- Legally authorized to work in the United States

### **Preferred:**

- Academic degree or focus on New Mexico history & culture, ethnic history, community history, American studies, or related disciplines.
- Familiarity with issues of significance to New Mexico history and culture and/or ethnic history
- Knowledge of Microsoft office suite including Excel spreadsheets
- Knowledge or interest in digital imaging, conversion practices, digital humanities

## **Application Requirements**

- Letter of application specifically addressing the selection criteria
- Two letters of recommendation from individuals familiar with applicant's academic and work experience; letters should include telephone numbers for verification
- Copy of a recent research paper (first 1-3 pages only)
- Applicant's resume/curriculum vitae
- Completed application form

**Request additional information and/or e-mail your completed application packet to:**

Tomas Jaehn  
Center for Southwest Research, University Libraries  
University of New Mexico Libraries  
505-277-7107 or [tjaehn@unm.edu](mailto:tjaehn@unm.edu)

**Deadline for receipt of application is Friday, 7 May 2021  
(Award pending final budget approval before fall semester)**

**Center for Southwest Research and Special  
Collections  
University of New Mexico Libraries  
2021-2022 Graduate Fellowship Application Form**

**Deadline: Friday, May 07, 2021**

**Please indicate the Fellowship You Are Applying for:**

**Name of Fellowship:**

**Date:**

**Name:**

**Banner ID#**

**Mailing Address:**

**Daytime Phone #:**

**E-Mail:**

**UNM Academic Department:**

**Dissertation/Thesis Topic:**

**Degrees Held/Fields of Study:**

**Expected Date of UNM Graduation:**

**Application packets must include, in addition to this application form:**

- Letter of application specifically addressing the selection criteria and how your skills and knowledge match that criteria. If you are applying for two or more fellowships there must be a separate application and letter for each position
- Two letters of recommendation from individuals familiar with your academic and work experience; letters should include telephone numbers for verification
- Copy of a recent research paper (first 1-3 pages only)
- Your resume/curriculum vitae