



**UNIVERSITY LIBRARIES**

CENTER FOR SOUTHWEST RESEARCH  
& SPECIAL COLLECTIONS

## Center for Regional Studies 2022-2023 UNM Graduate Fellowships

### Photography Processing Fellowship Center for Southwest Research and Special Collections The University of New Mexico

The 2022-2023 Photography Processing Fellowship is awarded to a graduate student enrolled at the University of New Mexico for work processing a series of black-and-white negatives and corresponding photographic prints in the Martin Shaffer Photograph Collection (PICT 2017-002). Martin Shaffer ran a photography studio in Taos, NM, from the mid-1930s to 1985. The series of concern are fragile negatives, which will be evaluated for photographic material composition and condition, rehoused for proper preservation, and described for storage and archival access.

### Duties and Responsibilities

Under the guidance and mentorship of a CSWR staff member, the Fellow will research, identify, organize, and describe cellulosic (nitrate and acetate) negatives and corresponding proof prints in the Martin Shaffer collection. Processing will require a full review of photographic preservation standards and best practices, assessing the condition and composition of the negatives, rehousing the negatives to address preservation issues, writing description for storage inventories, and creating archival finding guides. The project will result in an updated finding aid published in New Mexico Archives Online Archive, and the collection made accessible for researchers. Time permitting, the fellow will write a Library Research Guide on preserving photographic negatives, and/or digitize and write metadata for a subset of the photographs to be published in New Mexico's Digital Collections

### 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. University-wide holidays are excepted. The

fellow is required to give a short research presentation in spring 2023 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:

- Experience working with historic photographic materials
- Academic degree or focus on New Mexico and Southwestern art, history, culture and/or photography
- Knowledge of Microsoft office suite including Excel spreadsheets

### 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 send your completed application packet to:

Cindy Abel Morris, Pictorial Archivist  
Center for Southwest Research and Special Collections, University Libraries  
1 Univ. of New Mexico, MSC 05-3020,  
Albuquerque, NM 87131-0001  
505-277-0492  
[cdabel@unm.edu](mailto:cdabel@unm.edu)

**Deadline for receipt of application is May 6, 2022**

**(All fellowship awards pending final budget approval before fall semester)**



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**2022-2023 Graduate Fellowship Application Form  
Deadline: Friday, May 6, 2022**

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