



UNIVERSITY LIBRARIES

CENTER FOR SOUTHWEST RESEARCH
& SPECIAL COLLECTIONS

Center for Regional Studies 2022-2023 UNM Graduate Fellowships

**UNM University Archives Fellowship
Center for Southwest Research and Special Collections
The University of New Mexico**

The UNM University Archives Fellowship is awarded to a graduate student enrolled at the University of New Mexico for work in the Center for Southwest Research and Special Collections (CSWR). The CSWR contains the University Archives for the University of New Mexico, which is responsible for identifying and preserving historically and legally significant records that document the University's three basic functions of teaching, research, and public service.

Duties and Responsibilities

The Fellow will appraise and arrange historical paper and electronic records related to the Charlie Morrissey Research Hall. These records come from the Program of Africana Studies. Once the records are organized and arranged, a finding aid will be completed and placed in the New Mexico Archives Online repository. Digitized materials may be uploaded into the UNM Digital Repository and corresponding metadata created.

Terms of the Award

The award is for \$16,000 and will be for Fall 2022 and Spring 2023. The Fellow will work 20 hours each week during the semester including finals week. University-wide holidays are excepted. Health insurance is provided with the assistantship.

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.
- Background in humanities or social sciences with a concentration in Southwestern history and culture
- Good communication, organization and time management skills

- Legally authorized to work in the United States

Preferred:

- Knowledge of relevant software applications
- Knowledge of basic archival principles

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:

Portia Vescio
Center for Southwest Research and Special Collections, University Libraries
1 Univ. of New Mexico, MSC 05-3020,
Albuquerque, NM 87131-0001
505-277-0492
pvescio@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