



UNIVERSITY LIBRARIES

CENTER FOR SOUTHWEST RESEARCH
& SPECIAL COLLECTIONS

**Center for Regional Studies
2021- 2022 UNM Graduate Fellowships**

**UNM Archives Collections Fellowship
Center for Southwest Research and Special Collections**

The UNM Archives Collections Fellowship is awarded to a graduate student enrolled at the University of New Mexico for work on various unprocessed archival collections including particularly those related to UNM history and the diverse people who created and attended the university.

The work will involve processing various types of archival material including: organizational files; administrative and personal correspondence; project/event flyers, promotional materials, project files, and photographs. Material in the collections address various local and regional social issues and projects. The collections are rich for interdisciplinary research topics including the conception and administration of educational and social organizations and causes. Potential users include students and faculty in Africana Studies, American Studies, Women's Ethnographic Studies, Chicana/o Studies, Native American Studies, American Studies, History and Regional and Community Planning.

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 for the academic year. 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, Africana Studies, American Studies or related disciplines.
- Familiarity with issues of significance to New Mexico history and culture
- 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 e-mail your completed application packet to:

Portia Vescio
Center for Southwest Research, University Libraries
1 Univ. of New Mexico, MSC 05-3020
Albuquerque, NM 87131-0001
505-277-0278 or pvescio@unm.edu

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

**Center for Regional Studies
University Libraries
University of New Mexico
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