UGrow Institutional Research Fellow

The University of Miami Libraries seek applications from PhD students in the humanities and social sciences for the position of Institutional Research Fellow for the 2017-18 academic year. The Institutional Research Fellow will forward the goals of the Special Collections and/or Cuban Heritage Collection Departments while developing in-depth experience and expertise in areas related to her or his field. The Fellow will have hands-on experience working with archives and special collection materials, gaining substantive and first-hand experience handling and helping to disseminate the primary and secondary research materials within the distinctive collections of UM Libraries. The Fellow will have access to rare books, archival materials (some of them unprocessed or under-processed) that could become sources for articles, dissertations, books, etc. The Fellow will work in the Libraries’ distinctive collections 10 to 12 hours per week, on a mutually agreed schedule Monday–Friday, between 9 AM and 5 PM. The Fellow will develop a work schedule and meet goals and outcomes agreed upon with their supervisors in the Libraries.

Processing or archival experience is not required as training will be provided.

A brief sampling of Special Collections’ potential projects for Fellows includes:

- **Key West Literary Records** – correspondence, promotional posters, financial records, clippings, and author files documenting the organization of the annual Key West Literary Seminar (collection processing, historical notes development).
- **Henry Fonte Collection** – Playbills, theatre maquettes, and ephemera (collection processing).
- **O, Miami Collection** – poetry (exhibit development and curation).

Potential projects in the Cuban Heritage Collection include:

- **Agrupación Abdala Collection** – Materials from Cuban exile student activist group include conference proceedings, correspondence sent to Cuba clandestinely, scripts and outlines for radio and TV campaigns, pamphlets, posters, and organizational statutes and bylaws (collection processing).
- **Osvaldo Pradere Papers** – Scrapbooks, photographs, correspondence, interviews of Pradere’s father, 2 puppets, theater programs from Don Quixote children’s theater, documenting Osvaldo Pradere’s career in youth theater in Cuba, Spain and New York City (collection processing).
- **Carlos Irigoyen Sierra Papers** – Binders chronicling the work and career of the writer, actor, and theater worker. Includes original manuscripts for articles and essays, and manuscripts for stage and screen plays and other writing (collection processing).

NOTE: Working with CHC materials requires advanced competency in Spanish.