



PLACEMENT PROJECT: Job Shadow GLAMx Lab Co-ordinator

Description

This Career Ready Placement experience is quite diverse and self-directed, entails spending time with and observing the work of GLAMx Lab Co-ordinator and gain skills of interest associated with the GLAM sector, archives, and Special Collections. It also provides a practical career and professional development opportunity for students and enables them to gain a wider understanding and greater perspective of work practices.

A job shadowing program approach whereby the student coordinates their own program, establishes their goals and priorities with the co-ordinator and actively reflects on their experience in terms of their development.

Skills & Role Functions:

- Flatbed scanning
- 3D digitisation and use of specialised software
- Editing
- Historical research and creating metadata.
- Uploading digital assets to living histories platform
- Create blog post.
- Collaborating with community partner.

ORGANISATION: GLAMx Lab, Special Collections at the University of Newcastle Library

LOCATION: GLAMx Lab, Room L329 Auchmuty Library

TERM: HASS3010 Professional Career Ready Placement

DAYS & HOURS: GLAMx Lab is opened Mon to Fri 9am-4pm

About the Organisation:

The GLAMx Living Histories Digitisation Lab is part of Special Collections at the University Library. The facility supports students and researchers working on Special Collections projects, the Lab contains specialised equipment to scan 2D and 3D material, audio-visual formats. Special collections also engage with the wider community via the Hunter Living Histories Initiative.

Located on level 3 of the Auchmuty Library (L329), the GLAMx Lab supports students in University of Newcastle's Work Integrated Learning (WIL) programs across a range of schools and disciplines, as well as student volunteers. It offers the opportunity for participants to learn invaluable digitization and other cultural sector skills designed to improve their employability. A diversity of experiences is available including:

The GLAMx Lab also has a separate Audio-visual Digitization Lab housing the NBN Television archive and an Artefact Conservation Atelier for conservation and 3D digitisation of Aboriginal artefacts and other artefacts for virtual reality (VR) simulation.

Also see <https://www.newcastle.edu.au/library/our-libraries/special-collections/glamx-lab>

Other Competencies

Practice and methods

- Methodology and ethical practices of GLAM sector (Cultural, Ethical, Professional, Legal issues, Guidelines, Copyright, Conditions of use).

Conservation, archival, librarianship, curatorial and related fields.

- Documenting, accessioning, digitising, managing, and organising information.
- Meta data entry
- Preservation of records and artefacts – documentation, accessioning, access and use of artefacts.

Design Research Project & Develop Research skills.

- Design project proposal in consultation with others.
- Navigate the multi-layered aspects of archival and humanities research.
- Application of theoretical knowledge in practice relevant to project. E.g. Historical/heritage assessments, site visits, tangible objects as archival sources and their meaning, analysis by observation, cultural heritage conservation practice, significance assessments, comparative analysis etc.
- Engage with wider community, professional and academics
- Research, analyse, and writing and/or digital literacy skills
- Engage in current topics of community interest
- Project management skills

Interpersonal and communication skills

- Interview techniques, community engagement, networking, and development of effective communication skills.
- Develop new skill through problem solving and discovery in the archive environment.
- Connect with communities via Hunter Living Histories monthly meetings/presentations.
- Opportunity to meet professionals in the field.
- Some projects will offer opportunities to collaborate with colleagues, other employees and students from various disciplines using a teamwork approach.
- Experience in working in an integrated workplace
- Develop writing skills relevant to practice and performance e.g., Report writing, conservation plans etc. Significance assessments, reflecting critically.
- Analysing and reflecting upon their workplace experience

Technical skills - explore and use new technology in digital preservation.

- Digitise archival sources and develop skills associated with digital humanities, particularly emergent 3D virtual and augmented reality.
- Employ innovative technologies, digital skills, and archival components.
- Familiarise with other devices, e.g., oral histories, differences in audio formats (FLAC, WAV, Mp3) lossy and lossless data compression, edit and store audio files,

Publishing and media- learn how to digitise sources for online access via various platforms- such as Living Histories Digital repository, Sound Cloud, YouTube, WordPress, and other various forms of social media.

- There may also be the opportunity to engage with mainstream media
- Reflective process and opportunity to write/edit and publish WordPress posts.

Organisational culture

- Familiarise with organisational structure and work practices
- Time management and resources

To apply for this Placement opportunity, please send your CV and a covering letter addressing the selection criteria and explaining why you would like to be considered for this placement to:

Please contact Dr Ann Hardy at ann.hardy@newcastle.edu.au

Successful candidates will be informed one month prior to placement commencement.

The successful candidates will negotiate directly with the host organisation the completion timeline of the 120-140 placement hours.