C. Elizabeth Boyd ’33 Archives Internship Opportunities

The C. Elizabeth Boyd ’33 Archives at Wilson College houses the history of the College from its founding in 1869 to the present by collecting materials created by students, faculty, administrative and departmental staff. It serves as the official repository for the College’s records, including those that pertain to academic programs and courses of instruction, academic departments and committees, and administrators and administrative offices. Further, the Archives collects a wide range of historical and biographical materials relating to alumni and other individuals connected with the College, and those documenting the history of the institution.

Interns in the C. Elizabeth Boyd ’33 Archives will have the opportunity for hands-on work with a variety of materials including correspondence, newspapers, photographs, scrapbooks, textiles, and artifacts. Students from all majors are encouraged to apply, especially those interested in gaining experience in archives or public history.

Although internship projects will take into consideration the skills and interests of each student, possible projects include:

- Processing and cataloguing of an archival collection including the creation of finding aids and database entry.
- Exhibit research and design.
- Transcription of historic documents.
- Website development.
- Digitization of photographs and scrapbooks.
- Oral history-related research, interviews, and transcription.

Internships in the C. Elizabeth Boyd ’33 Archives are available for the fall and spring semesters and over the summer from May-July, either part-time for 100-150 hours or full time for 350-400 hours. To apply, please submit a resume, cover letter and contact information for two references to Amy Lucadamo, Wilson College, 1015 Philadelphia Ave, Chambersburg, PA 17201 or amy.lucadamo@wilson.edu.