



Niagara Falls National Heritage Area Archival Digitization Internship at Oakwood Cemetery

The Niagara Falls National Heritage Area offers this unpaid internship in partnership with Oakwood Cemetery for undergraduate and graduate students, and recent graduates pursuing careers in history, library and information science, museum studies, archives, tourism, and related fields. Historic Oakwood Cemetery was established in 1852 on land donated by Lavinia Porter, and would become the final resting place for families whose names are associated with the growth and development of Niagara Falls as a great industrial city and a world-renowned tourist attraction.

The Archival Digitization Internship at Oakwood Cemetery will provide interns with the opportunity for hands-on experience digitizing historical documents. Over the course of the semester, the intern will be responsible for digitizing Oakwood Cemetery's burial permits which cover a period of 130 years. In addition to digitizing the burial permits and other archival materials, further research will be required. A research project will be designed to focus on intern's interests and experience, and will assist Oakwood Cemetery in further documentation of their residents. Interns can choose to research residents from some of Niagara's most exciting times, including Annie Edson Taylor – the first person to travel over the Falls in a barrel, the Porter family – City of Niagara Falls founding fathers, who had ties to the Underground Railroad, and many citizens of notable military accomplishments and entrepreneurial endeavors.

As part of the internship, work may include any of the following tasks:

- Handling, scanning and creating digital files of archival materials and collection.
- Research and interpret archives and collections, and digitize documents or artifacts.
- Utilizing online databases to access newspapers, archives and genealogical resources.
- Producing digitized files for educational and interpretive programs that reach a variety of audiences; on site, in communities and digitally.

Qualifications:

- An intern that is professional, dependable and collaborates effectively with NFNHA staff and partners.
- Some knowledge of the Niagara region.
- Proficiency in historical research and writing.

Requirements:

- A final project will be due upon completion of the internship, other requirements will vary based on the specific project.
- At least 120 hours over the course of the semester, usually about 10 hours per week.
- A portion of the intern's research may need to be completed at the Local History Department of the Niagara Falls Public Library or at other locations.
- Students who wish to obtain academic credit for their internship may do so and must make their own arrangements with their college or university.

To apply, please submit a resume or CV and application to ally@discoverniagara.org for consideration. Applications are available for download at, discoverniagara.org/internships.

