U.S. National Archives
Call for Applicants: Wikipedian in Residence
March 15, 2011

The U.S. National Archives and Records Administration (NARA) is our nation's record keeper. It is our mission to maintain and facilitate access to the permanent records of the Federal government. We are passionate about transparency and Open Government, participation, and collaboration. We value the contributions of citizen archivists, citizen historians, and citizen journalists.

The National Archives seeks applicants for a Wikipedian in Residence for Summer 2011. The Wikipedian in Residence is a student intern role. The Wikipedian in Residence will work as a community coordinator and strengthen the relationship between the Archives and the Wikipedian community through a range of activities.

This may include:
- promoting participation in new or existing WikiProjects related to the holdings of the National Archives;
- adding content to the Wikimedia Commons and Wikisource sites from digital copies of the holdings of the National Archives;
- assisting with the digitization and online posting of archival materials;
- working with Archives staff to explain Wikipedia's practices;
- organizing special events, such as backstage pass tours or editing challenge days, for the Wikipedian community; and
- sharing the experience with the Wikipedian community and the public via videos, newsletter articles, or blog posts on our NARAtions blog or other blogs.

ABOUT THE POSITION:
Stipend: $14.59 per hour

Work Schedule: Between 32 and 40 hours a week during the summer break (mid-May to late August 2011)

Benefits: Annual and sick leave, earned in proportion to the number of hours worked

Location:
National Archives and Records Administration
8601 Adelphi Road
College Park, MD 20740-6001

ELIGIBILITY:
You must be enrolled in a full- or half-time college or university academic program for Fall 2011.
To be eligible, you must be an American citizen.
You must have experience as a Wikipedia editor.

HOW TO APPLY:
Interested students should apply by April 8, 2011.

Your application should include:
1. a cover letter [Note: Include why you would like to be the Wikipedian in Residence; your Wikipedia username; and an overview of your experience as a Wikipedia editor.]
2. your resume
3. a completed Optional Form 612 (form available online:
http://www.opm.gov/forms/pdf_fill/of612.pdf) [Note: You may leave
the "Grade(s) applying for" and "Announcement number" fields on the
form blank.]
4. original, official college transcripts (no copies) reflecting all post-high school education [Note: You may request your college or university directly mail the transcript to us. It does not need to arrive in the same mailing as the rest of your application.]
5. a letter from the Registrar of the college or university in which you are enrolled in for Fall 2011, verifying your current student status [Note: You may request your college or university directly mail the letter to us. Transcripts do not need to arrive in the same mailing as the rest of your application.]
5. a completed Optional Form 306 (form available online:
http://www.opm.gov/Forms/pdf_fill/of0306.pdf)
6. a completed Standard Form 181 (form available online:
http://www.opm.gov/forms/pdf_fill/sf181.pdf)
7. a completed Standard Form 256 (form available online:
http://www.opm.gov/forms/pdfimage/sf256.pdf)

Submit your application to:
Jill Reilly James
Digital Strategies and Services Staff (NPOL-DSS), Room 3202
National Archives and Records Administration
8601 Adelphi Rd.
College Park, MD 20740-6001

Or email your application to jill.james@nara.gov.

Questions?
Jill Reilly James (301-837-0760 or jill.james@nara.gov) or Kristen Albrittain (301-837-3009 or kristen.albrittain@nara.gov)