



Internship title: Arabic Digital Collections Specialist

Organization: SolarSPELL (Solar Powered Educational Learning Library)

Location: Tempe and/or Remote

Type of internship: Non-paid; approx. 10 hours/week

Application deadline: Dec. 1st 2022, applications will continue to be accepted and reviewed every week until the position is filled. Initial application review will begin after Dec. 1st

Start date: January 6th, 2023

Description:

SolarSPELL is seeking a digital collections specialist intern to assist in library development and maintenance of the Arabic collection in the SolarSPELL library. In particular, SolarSPELL is seeking candidates with experience in digital collections. Ideal candidates will be pursuing a Master's in Library and Information Science (or equivalent degree). Proficiency in Arabic is required.

SolarSPELL is an educational initiative at Arizona State University that combines appropriate technology, relevant content, and local capacity building. We work to build internet-ready skills and improve educational opportunities around the world. Our offline digital library is designed to bring educational content to resource-constrained locations that may lack electricity, Internet connectivity, and/or traditional libraries. The SolarSPELL library emits an offline WiFi hotspot, to which any WiFi capable device (smartphones, tablets, laptops) can connect and browse the expansive content for free.

The Arabic collection began with a Middle East library for a pilot in Northeast Syria and currently includes 900 resources. Interns in this role will oversee the expansion and further development of the Arabic collection for use in Northeast Syria and beyond.

More information on SolarSPELL can be found here: <http://solarspell.org>

This internship offers an exciting opportunity to contribute to improving the quality of educational information available to students and teachers around the world, whose schools may lack Internet connectivity, electricity, and/or traditional libraries. Your contributions will be brought to the field and used by teachers and students, within months of your internship!

Interns will be expected to attend a new intern orientation over Zoom. Ideal candidates will be detail-oriented and self-starters.

Internship duties will include the following:

- Digital asset management
- Cataloging Arabic digital resources
- Reviewing collections for weeding
- Identifying content need areas
- Assist in ongoing standardization of Arabic keyword library
- Work with other student interns for library curation and metadata tagging

Essential qualifications:

- Experience with digital collections
- Working knowledge of copyright and creative commons
- Arabic proficiency

How to apply: If you are interested in applying for this position, please submit a resume and cover letter to Courtney Finkbeiner at courtney.finkbeiner@asu.edu. All documents should be in PDF format and follow the naming style of [LastName_FirstName_DesiredPosition]