



Spanish Library Content Curator and Metadata Specialist

Internship title: Spanish Digital Library Content Curator and Metadata Specialist

Organization: ASU SolarSPELL Initiative (Solar Powered Educational Learning Library)

Location: Remote and/or Tempe campus in ISTBX

Type of internship: For credit or non-paid; approximately 10 hours per week. This internship counts toward **CPT/OPT** for international students.

Application deadline: April 30; applications will continue to be accepted and reviewed every week until the position is filled.

Start date: May 19, 2025

Description:

SolarSPELL is seeking enthusiastic interns with a passion for Spanish, education, and community development to help curate culturally relevant, open-access educational content for our Spanish language library, set to empower communities in Central and South America.

SolarSPELL is a global educational initiative at Arizona State University that combines solar-powered 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 freely, and safely, surf thousands of resources that are carefully curated and continually improved to meet local information needs. More information on SolarSPELL can be found at solarspell.org.

This internship offers an exciting opportunity to contribute to improving the quality of educational information available to communities around the world, whose schools may

lack electricity and/or Internet access. Your contributions will be brought to the field and used by teachers and students, potentially within months of your internship!

Interns will be expected to attend an orientation session and attend an end-of-semester final presentation. Ideal candidates will be detail-oriented, self-starters, and have a desire to work for a department that serves communities from all over the world.

Internship duties will include the following:

- Conduct in-depth research on the cultural, linguistic, and educational contexts of Central and South America
- Search for and evaluate open-access educational materials in Spanish to identify resources relevant to Central and South America
- Review and update existing metadata for Spanish-language resources in the SolarSPELL library to improve searchability and usability
- Work closely with the SolarSPELL team to prioritize content needs and address feedback

Minimal Qualifications:

- Strong written and verbal communication skills in both Spanish and English
- Thrive in a team environment and work well with others
- Detail oriented and reliable; a strong and honest work ethic motivates you
- Experience with online research, document curation, or working with open access resources.
- Globally minded; you have a desire to work for a department that serves communities from all over the world

How to apply: If you are interested in applying for this position, please visit <https://bit.ly/intern-SPELL-SU25>. You will need to upload a resume and cover letter. All documents should be in PDF format and follow the naming style of [LastName_FirstName_DesiredPosition]. If you have any questions, please contact SolarSPELL's student engagement Coordinator, Cassie Barrett, at cbarre38@asu.edu.