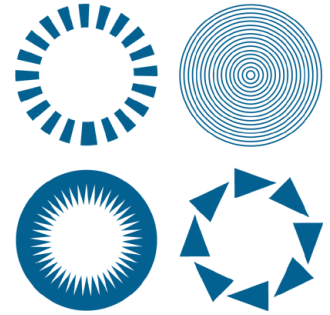


## The AMIA/Rockefeller Visiting Archivist Fellowship

# Application Instructions



The Rockefeller Archive Center, in cooperation with the Association of Moving Image Archivists, has established *The AMIA/Rockefeller Visiting Archivist Fellowship* – a unique opportunity to encourage professional exchange and enhance professional development. Designed to provide both financial assistance and first-hand experience, the *AMIA/Rockefeller Visiting Archivist Fellowship* is awarded each year to a professional archivist from the developing world interested in improving their skills and knowledge through a program at the Rockefeller Archive Center and attendance at the AMIA Annual Conference.

AMIA is now accepting applications for 2011.

- The visiting archivist will receive a \$2500 stipend to cover the cost of housing, food and local transportation.
- The visiting archivist will be reimbursed for reasonable round-trip travel expenses from his/her place of residence to New York and to/from the AMIA Conference, up to \$3,500.
- The visiting archivist will receive complementary registration to the 2011 AMIA Annual Conference and two workshops or events.

### Eligibility

To be considered for the *AMIA/Rockefeller Visiting Archivist Grant*, an applicant must meet the following eligibility requirements:

1. Applicants must be employed as archivists or in a closely-related field, and demonstrate the need to improve their skills and knowledge through the fellowship.
2. The successful applicant will have a B.A. or equivalent, professional archival training, and 2-5 years experience as an archivist
3. The candidate must have a strong command of spoken and written English, and must provide evidence to that effect.
4. The candidate should be seeking to expand his/her experience in order to develop new services or technologies in his/her home institution.
5. The applicant must submit the following documents:
  - a. An AMIA/Rockefeller Visiting Archivist Grant application form (legibly printed or typed [preferred]). Resumes or vitae should be submitted to supplement the application form.
  - b. Proof of employment with a qualifying institution.
  - c. An essay of no more than 1,000 words describing the applicant's goals related to their own

professional development and the archival development of their institution.

- d. Two letters of recommendation (submitted directly from the references) Do not submit more than two.

The AMIA/Rockefeller Visiting Archivist Fellowship is structured as a two-week program. Applicants must be willing and available to participate in both components of the program.

The AMIA/Rockefeller Visiting Archivist Fellowship may be required to provide two passport style photographs that the Rockefeller Archive Center and AMIA may use – with the visiting archivist's permission – for promotional purposes.

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*The AMIA/Rockefeller Visiting Archivist Fellowship is supported by the Rockefeller Archive Center in keeping with its continuing commitment to the preservation of the world's moving image heritage.*

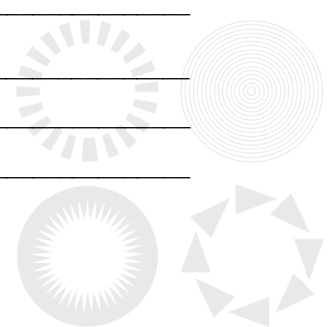
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**Applications must be postmarked no later than June 30, 2011.**

# THE 2011 AMIA/ROCKEFELLER VISITING ARCHIVIST FELLOWSHIP

## Application Form

1. Name: \_\_\_\_\_  
Last First Middle
2. Address: \_\_\_\_\_  
Street  
\_\_\_\_\_  
City State/Prov. Country Zip/Postal Code
3. Phone (Daytime): \_\_\_\_\_ Phone (Evening): \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_
4. Name and full address of your institution:  
\_\_\_\_\_  
\_\_\_\_\_
6. Education History. Include previous undergraduate and graduate education.  
University/College attended Dates attended Major Degree  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Employment History. List any full-time and significant part-time jobs.  
Name of employer Employment dates Type of work performed  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Awards, scholarships or noteworthy achievements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



9. Are you aware of anything at this time that might prevent you from attending the 2011 AMIA conference and/or the Rockefeller Archive Center?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

10. If selected as the AMIA/Rockefeller Visiting Archivist, you will be asked to provide two passport style photographs. Are you willing to provide the photographs and are you willing to allow the photographs and your name to be used in announcing the award and promoting the grant.

Yes \_\_\_\_\_ No \_\_\_\_\_ If no, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*For the purpose of this application the undersigned declares that to the best of his/her knowledge that the statements herein are true and complete.*

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

Attach additional sheets as needed (do not staple or bind).

**Please Note:** Applicant is responsible for obtaining all necessary travel visas and/or employment authorization documents to permit participation in the program.

**Applications must be postmarked no later than May 15, 2011**

Completed applications should be sent to:

**AMIA/RAC Fellowship  
1313 North Vine Street  
Los Angeles, CA 90028  
(phone) 323-463-1500  
(fax) 323-463-1506  
amia@amianet.org**