

Collections and Curation

VOLUNTEER

Projects

- Inventory Projects. Help track home locations of objects and update the database with locations and photographs.
- Cleaning up database to include consistent information.
- Process new donations by cataloging artifacts and entering into database.
- Digitization of ledgers and scrapbooks.
- Various curatorial research projects such as historical biographies of Campbell citizens, transformation of landscape over the years, and linking photos and maps to HistoryPin.
- Oral history interviews. Digitizing old interviews, conducting new interviews, listening to old interviews and documenting content.

Skills

- Ability to work independently.
- Detail oriented.
- Organized.
- Ability to complete repetitive tasks for a few hours at a time.
- Not afraid to ask for help when issues arise.
- Good communication skills.
- Reliable.
- Willing to learn and use proper object handling and collections care techniques.
- Enthusiastic to help preserve history.
- Legible handwriting.
- If doing curatorial volunteer work, you have the ability to produce organized and clear research reports that can be used by others,
- Ability to follow procedures.
- Can sit and stand for long periods of time.

School

Completed or in progress: BA or MA

Details

Contact Anna Rosenbluth for more details. annar@campbellca.gov

Provide a list of the "projects" that interest you most and why you want to volunteer.

Please note any special education or expertise you feel is relevant.

Resumes are welcome.

Time

Monday - Friday Only
Between 10:30am-5:30pm
Commit at least 8 hours a month

Expertise

- Knowledge or interest in history, especially local history, is a plus.
- Relational database experience is a plus.
- Must be computer literate.
- Understanding of research methods.

Due to the nature of collections management, volunteers will be interviewed to be sure the museum and volunteer are a good fit for each other.