

Networking Your Way Into the Profession

How to Secure Paid Work through Internships

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Allison Schein

MLIS, CA

“Get to know as many people within the organization as possible and don’t be afraid to do the grunt work. In fact, volunteer for it!”

**Archivist at Creative
Audio Archive**

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Becca Smith

MLIS, CA

“Think outside the box.”

**Librarian and Archivist
at Wiss, Janney, Elstner
Associates Inc.**

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Eric Willey

“Promote yourself and the things you do, because nobody will care more about your projects than you do (except maybe your mom, and she’s probably not on the hiring committee).”

**Special Collections and
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Johna Picco

“An internship is your job audition. Act accordingly.”

**Assistant Curator of
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Creating a cover letter and resume/CV

There are a lot of great resources on the Web with helpful tips and examples of quality cover letters and resumes. Your cover letter should be tailored to each position you are applying for. Your resume or CV should be clear evidence that you have the experience and skills for the position.

Here are a few sites that could help guide you to drafting a great cover letter and resume.

[Open Cover Letters: Anonymous cover letters from hired librarians & archivists](#)

[That Elusive Archives Job](#)

[Inside Higher Ed: Application Advice](#)

Helpful Job Sites

A short list of sites to visit in your job search. Keep in mind that not all opportunities are posted through these -- also check professional organization listservs, state historical societies, and individual archives.

[American Alliance of Museums Job HQ](#)

[American Association for State and Local History](#)

[American Historical Association](#)

[Archives Gig](#)

[Association of Midwest Museums](#)

[Global Museum](#)

[I Need a Library Job](#)

[LibGig](#)

[Museum Employment Resource Center](#)

[Museum Jobs Online](#)

[National Council for Preservation Education](#)

[National Council on Public History](#)

[National Trust for Historic Preservation](#)

[Preservenet Job Board](#)

A Little Advice

Finding work, especially paid work, is hard and can be discouraging. The resources below provide some helpful advice.

[23 Things for Archivists Wiki](#)

[Faith of a Heretic: Advice for the New Archivist, Veterans in the Field Explain How to Survive](#)

[Hack Library School](#)

[Librarian by Day: What it means to have a Masters in Library Science, or Information Science or...](#)

[Library Success Wiki: Looking for a Job](#)

[New Archivist Blog: My Unsolicited Advice](#)



MAC Annual Spring Meeting

9 May 2015

Johna Picco, Deirdre Scaggs, Allison Schein, Becca Smith, Eric Willey

Thank you!

Be sure to check out the post-conference documents for a copy of our handout.