

2016–2017 NDSR DC Call for Applications

Application Period Opens Wednesday, June 8, 2016

Due: Wednesday, July 20, 2016, 11:59 p.m. EDT

Thank you for your interest in the National Digital Stewardship Residency (NDSR) Program. Before going any further in the application process please remember the following guidelines for eligibility. If you do not meet all these requirements your application will not be considered.

Applicants to the 2016–2017 NDSR DC program should:

- possess a master's degree or higher with graduation between summer 2014 and summer 2016 with a strong interest in digital stewardship. Currently enrolled doctoral candidates with graduation beyond summer 2016 are encouraged to apply,
- have demonstrated leadership qualities/abilities,
- have solid communication skills (written, oral, and multimedia),
- be comfortable working and learning both independently and in group settings,
- be able to provide post-residency feedback to the Library of Congress, Institute of Museum and Library Services, and future residents, informally and through planned events,
- remain engaged with the program after the residency,
- be a citizen of the United States or permanent resident, and
- be able to work full-time onsite in the Baltimore-Washington area for the entire residency period (late September 2016 through September 2017).

All application materials should be submitted through USAJOBS by July 20, 2016, 11:59 p.m. EDT, including:

1. A resume or CV created in USAJOBS geared towards digital stewardship work.
2. Completed questionnaire embedded within the USAJOBS vacancy announcement available from <https://www.usajobs.gov/GetJob/ViewDetails/441209500>
3. A one-page cover letter that describes interests and qualifications for the program and that identifies the three NDSR projects you are most interested in working on.
4. Official or unofficial undergraduate and graduate academic transcripts.
5. A web link pointing to a two to three minute video that creatively shows your aptitude for tackling the challenges of your favorite host institution project proposal, and your passion for digital preservation.

Materials to be submitted externally from USAJOBS by July 20, 2016, 11:59 p.m. EDT include:

1. Two letters of recommendation from either of the following: academic advisors or professors, previous employers, or college/university work-study supervisors. The letters must be sent via email by the person providing the recommendation to ndsr@loc.gov no later than the July 20, 2016, 11:59 p.m. EDT deadline. We suggest seeking recommendation letters early in the process. Instruct the person writing the recommendation letter to include “NDSR Recommendation Letter for [your full name]” in the subject line of the email.

Application Submission Instructions

Choose your top three projects — Project descriptions for the 2016-2017 cohort of residents can be found on the NDSR web pages. Read each proposal carefully. One of these will be the focus of the residency you will complete if accepted to participate in the program, so choose the projects that best fit your interests and qualifications. Your application will be assessed both by your overall qualifications and your suitability for the three project proposals you identify.

Create your application video — The video should answer the question "*Why are you the best candidate for your top three project selections?*" and should show your passion for digital stewardship. Use this opportunity to show us your personality, work, academic experiences and communication skills. Like your resume and cover letter, tailor the video to the top three proposals you found the most appealing after reading the project proposals online. The video does not need to be technically perfect or professionally edited, but it should show your ability to communicate through spoken language and/or visual images. The video can use original footage, stock footage, still images, text, screen casts, animations or any other moving image medium you would like to communicate your message. Videos should be between two and three minutes in length and should be shot in an easily accessible format. Submit a web link to this video in the 'Questionnaire' portion of your USAJOBS NDSR application. Your application is not complete until we can view the link for your video. Applications submitted without videos will not be considered. **Keep in mind that we would like to post the videos online if you are accepted to the program. Do not use copyright protected materials (such as music, text or images) unless you have authorization.**

Apply — Click the link on our website to USAJOBS and follow the directions there to complete the application and submit additional files. Your resume, cover letter, transcripts, questionnaire answers, and video link will be submitted through USAJOBS. **Letters of recommendation should be sent directly to ndsr@loc.gov from the references with “NDSR Recommendation Letter for [your name]” in the subject line.**

Please see our [FAQ section](#) or send application questions to ndsr@loc.gov.