

**NDSA Workshop – Developing cutting edge internship programs in digital preservation:  
What are the essential elements?**

**The Office of Strategic Initiatives at the Library of Congress seeks to define the elements of a digital preservation internship.**

This workshop seeks to tap the collective knowledge and experience of attendees to build a set of recommendations for standards and guidelines for digital preservation internships. This set of recommendations will inform the development of guidelines for internships in digital preservation, which can be used by NDSA organizations.

*During this workshop participants will share their ideas in a group discussion.*

### **Current State of Internships**

Studies have found that internships yield benefits to many parties, including to the intern, mentor/supervisor, host institution, home academic institution, professions, and greater community. Students contribute to defined institutional needs while supplementing their education with experience; bridging the gap between theory and practice, and becoming prepared to make innovative yet practical contributions earlier in their careers.

OSI has hosted more than 60 interns, consisting of undergraduate and graduate students, and professional fellows. Most placements are secured through university and national internship programs. The Office is committed to offering interns opportunities to work on meaningful, substantive projects, including end products that they can add to their portfolios. The typical internship lasts roughly three months.

### **Format of Work and Outputs**

- Identify the relevant background knowledge and skill sets necessary for digital preservation internship candidates.
- Determine the essential educational content of a digital preservation internship.
- Examine the role of the mentor.

### **At the Workshop**

- Identify and discuss the educational content considered essential for a digital preservation internship, such as history, technology, tools, theories, field experience, etc.
- Discuss candidate selection criteria and mentor responsibilities.
- Record all ideas on paper flipchart and post on walls or room.
- Vote on suggested elements to establish a ranking.

**After the Workshop**

- The output of the workshop will be summarized on the NDSA Outreach Group wiki.
- The output of the workshop will inform the design of an internship for OSI.
- A survey will be conducted to learn more about field experiences and how they impact current digital preservation initiatives.