

## **Post-Doctoral Archival Fellow:**

### **Museum of Indian Arts & Culture, Lab of Anthropology**

Funded by the National Archives and Records Administration (NARA), this 2-year post-doc will serve an integral function in digitizing the archives of the Lab of Anthropology at the Museum of Indian Arts & Culture in Santa Fe, NM.

The Laboratory of Anthropology (LOA) at the Museum of Indian Arts & Culture (MIAC) stewards a wide range of archival materials related to the archaeological and cultural history of the Southwest, to the institutional history of MIAC and related institutions, as well as the personal papers of museum staff, archaeologists and anthropologists who worked here and throughout the Southwest. In addition, the Archives house sensitive Tribal histories, oral histories, and other culturally specific documents from the 23 Pueblos and Tribes of New Mexico. MIAC and the LOA have a long history of close working relationships with Tribal partners, including ongoing conversations about how to manage access to culturally sensitive materials, information, and objects.

MIAC is part of the Museum of New Mexico and within the NM Department of Cultural Affairs, one of the only cabinet-level departments in the county and part of the largest state museum system in the country. Santa Fe, and all of NM, are known for their rich cultural heritage, diverse communities, a thriving tourism sector, and natural beauty. The 23 Pueblos and Tribes within the state are essential communities and constituencies for MIAC and the Lab of Anthropology. The LOA is also preparing to celebrate 100 years of research and service to the public with an exhibit, programs, curriculum, and other outreach.

#### ***Position***

The post-doctoral fellow will have two primary areas of responsibility: leading, managing, and participating in a major archives digitization project and carrying out a research project to result in a public-facing end product.

The LOA Archive is largely undigitized. The Fellow will be the lead on a new major initiative, funded by NARA, to map out a strategy for long-term digitization and digital access and will support the work of staff, volunteers, and interns toward this goal. They will help determine standards for digitization and documentation and set work-flows for staff and volunteers. The work is done with the MIAC Archivist, as well as with the support of archivists at other DCA museums in Santa Fe. Engaging local communities and culture-bearers with their own materials in the archives is integral to managing these collections. The Fellow will work within and in support of Indigenous communities throughout New Mexico, to foster Native-led research, collections care strategies, and culturally-appropriate access and research models.

**Project:**

The fellow will also pursue a research project with public outcomes. The project must use LOA digital archival resources and have a public-facing outcome that will support greater understanding, use, and appreciation of archival resources at LOA. This project should engage at least one of the collections described here but may take a more expansive approach to the MIAC and LOA archives, history and collections. The project will involve independent research and will serve to make the archives more accessible to the public. Project outcomes could include: exhibition or exhibition content at LOA or MIAC; digital humanities work within Indigenous communities that speaks to the Lab, its history, and future; finding aids for targeted archives audiences; public presentations on archival work; or other formats and mediums.

**Collections:**

We have selected two collections that contain little to no culturally sensitive information and that will make a significant contribution to understanding the history of archaeological and ethnographic work in New Mexico. The also both feature collaborative approaches to working with Native Nations and other communities.

*Bertha Dutton Collection:* Archaeologist, ethnologist, teacher, curator, and author Bertha Dutton's career spanned the early 1930s through her death in 1994, across which time she served in a wide range of roles at the Museum of New Mexico through the Lab of Anthropology. Among her contributions were her intensive Girl Scout field schools, service as the only woman on the National Park Service Advisory Committee in 1973-75, and roles at other museums and research institutions in the Southwest. Dutton was known for close collaborative relationships with Pueblo communities at a time when this was rare, as well as her trailblazing path as a female archaeologist dedicated to the education of women and girls in the field. Dutton's collection includes manuscripts, archaeological field notes, personal documents, media coverage, exhibit research, and other archival documents. She is a person of broad interest to scholars of the Southwest, but also to those interested in community-based practices, citizen research, museum interpretation, and women's studies. We anticipate that digitizing this collection will make her story more accessible and could lead to new interest in her life, approach, and, importantly, her legacy of listening to and working in partnership with Tribal communities, all of which have deep relevance today.

*John Gaw Meem Collection:* Architect John Gaw Meem is known in New Mexico and the Southwest as one of the developers of a regional architectural style prominent today in northern New Mexico. The primarily self-taught architect drew on Pueblo, Spanish Colonial and missionary styles to create "Pueblo Revival" architecture. Among the dozens of public buildings he designed is the Lab of Anthropology itself. Documents to be digitized in this collection include blueprints, work orders, correspondence, and photographs related to the planning and construction of the building. Meem's imprint on the New Mexican cultural and bureaucratic landscape make him a figure of enduring interest to historians, architects, and community members. Digitizing his collections will add to the general archive of Meem's thinking around Regionalism and incorporating local communities' aesthetics and architectural technologies into design and construction.

**Position Details:**

**Pay Rate:** \$42.50/hour, contract not to exceed \$85,000 annually

**Work Schedule:** Full time but flexible. Monday-Friday schedule, with occasional nights and weekends.

**Benefits:** This is a non-benefitted position funded for two years by a grant from the National Archives and Records Administration.

***Minimum qualifications:***

- Terminal degree within a field of study granted within last 5 years
- Expertise with Microsoft Office Suite
- Working knowledge of and experience with archives

***Preferred qualifications:***

- Familiarity with digitization practices and methods
- Skill in working collaboratively with Indigenous community members, Tribal authorities, Native scholars, and engaging with these communities to appropriately care for culturally sensitive materials
- Demonstrated record of community-engaged research in archives, archaeology, anthropology, architecture, or other relevant discipline

**To apply** please send the following documents to [Elisabeth.stone@dca.nm.gov](mailto:Elisabeth.stone@dca.nm.gov)

- Curriculum vita
- Cover letter addressing your interest in the position
- Proposal for a public-facing project to be completed during the fellowship (max 2 pg)

**Deadline: 23 September 2024.** Anticipated start date late fall 2024.

*Questions?* Please contact Dr. Elisabeth Stone at 505.526.2180 or [Elisabeth.stone@dca.nm.gov](mailto:Elisabeth.stone@dca.nm.gov)