



Posting For Black History Archivist Position

Black history refers to the stories, experiences, and accomplishments of people of African origin. Black history did not begin in recent times in Canada, but in ancient times in Africa. People connected by their common African history and ancestry have created Black history here. The African Canadian population is made up of individuals from a range of places across the globe including the United States, South America, the Caribbean, Europe, Africa, and Canada.

About the Job

Reporting to the LBHCC Executive Committee, the Archivist is responsible for arranging and describing archival artifacts, documents, and records, along with developing the framework that will ensure the information is available for posterity for those wanting access to information in the life of London Black History Coordinating Committee.

The Archivist also performs basic conservation and preparation of archival artifacts as required. Key responsibilities include re-housing, arranging, and describing primarily any records, providing scanning and digitization assistance to records, and creating a system that will ensure all records, documents, artifacts are housed in one location. This position will also hire and supervise one (1) student intern for the duration of the project. He/she will also engage and negotiate with the UWO to be the receptor of LBHCC archival materials.

Starting in September 2022, this position will work until February 2023. This position will be home-based or at Innovation Works @ c/o Innovation Works, 201 King Street (2nd Floor), London, ON N6A 1C9. Wage Rate will be negotiable.

Requirements

- Knowledge and understanding of the London's Black community
- Post secondary degree or certificate in museum studies, archival studies, or library studies or conservation, or the equivalent of previous related experience
- Knowledge and understanding of current Archival principles, systems, and practices, including Rules for Archival Description
- Proficient computer skills, especially with database management
- Strong research skills
- Good communications and organizational skills
- Ability to work independently and take initiative

Additional Information

The London Black History coordinating Committee was formed out of a desire to increase awareness of Black History, especially during Black History Month activities in the London area. The Committee is dedicated to providing programs and services that will increase public understanding of the diversity and history of London's Black community.

We thank all applicants in advance, but regret that only those selected for an interview will be contacted. Interest and resumes should be forwarded to the contact below on or before July 15, 2022.

For more information on this position and information about the LBHCC visit <https://lbhcc.ca/>

Contact: Black History Month Coordinating Committee
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