



Digitization Internship

About Densho

Densho is a Seattle-based non-profit organization started in 1996, with the initial goal of documenting oral histories from Japanese Americans who were incarcerated during World War II. This evolved into a mission to educate, preserve, collaborate and inspire action for equity. Densho uses digital technology to preserve and make accessible primary source materials on the World War II incarceration of Japanese Americans. We present these materials and related resources for their historic value and as a means of exploring issues of democracy, intolerance, wartime hysteria, civil rights and the responsibilities of citizenship in our increasingly global society.

Job Description

Densho is seeking a remote intern to support our archives and digital repository projects through the following activities: digitizing a variety of materials (newspapers, photographs, documents, etc.), editing and performing quality control on digital images, transcribing documents, cataloging and indexing, data management in digital repository software, rights management, and other duties as needed. The internship begins in October 2022 must end by June 30, 2023 for a total of 800 hours at \$18 an hour, no benefits. Work hours must be completed within Densho's hours of operation: Monday through Friday, 8 am to 5 pm, maximum of 20 hours per work.

This is a remote internship, so there is no requirement to work in Seattle, Washington. The ideal candidate is self-directed, detail-oriented, and comfortable with technology. Knowledge of Japanese American history is welcome but not required.

Eligibility

Interns must be either currently enrolled at an accredited institution of higher education in Washington State, or have graduated within the last two years from an accredited institution of higher education and be currently residing in Washington State. Both undergraduate and graduate students are eligible to submit materials for consideration. Current students or recent graduates from library and information science or archival studies programs preferred.

Apply

To apply for the positions, please send your resume and cover letter and proof of eligibility to Caitlin Oiyee Coon at caitlin.oiyee@densho.org by September 30, 2022. All applications will be held in confidence. All submissions and questions should be sent via email – no phone inquiries please.

The internship is funded by the Washington State Historical Society's [Diversity in Local History grant program](#).