



UNIVERSITY
of HAWAII®
WEST O'AHU



'Ulu'ulu: The Henry Ku'ualoha Giugni
Moving Image Archive of Hawai'i

2019 Roselani Media Preservation Internship

Length:	6-8 consecutive weeks May – Sept, must complete 200 hours
Stipend Amount:	\$4,000
Frequency:	One (1) Internship per year
Selection:	Applications accepted March 1 – April 15; Selection by April 30

'Ulu'ulu: The Henry Ku'ualoha Giugni Moving Image Archive of Hawai'i at the University of Hawai'i – West O'ahu, in cooperation with the Hawaii Community Foundation, has established the Roselani Media Preservation Internship. 'Ulu'ulu is Hawai'i's official state archive for moving images dedicated to the care, preservation, and digitization of film and videotape related to the history and culture of Hawai'i.

The purpose of the Roselani Internship is to give a student of merit who is committed to the preservation of our media history – which covers the political, cultural and historical landscape of these islands – the opportunity to acquire practical experience in a moving image archive.

Intern activities at 'Ulu'ulu may include opportunities in:

- Cataloguing using media asset management software
- Processing and creating inventories of archival audiovisual materials
- Preservation activities including cleaning and re-housing of audiovisual materials, and environmental monitoring
- Digitization of videotapes, documents and photographs
- Social media information management

Eligibility and Application

1. Applicant must be enrolled (full time or part time) in a moving image preservation or archival academic program; or must be accepted into such a program for the next academic year
2. The applicant must have a GPA of at least 3.0 in his/her academic program
3. The applicant must be authorized to work in the United States
4. The applicant must submit
 - a. An internship application
 - b. An official sealed transcript from the applicant's most recent academic program
 - c. A cover letter describing the applicant's relevant experience and interest in an internship at 'Ulu'ulu
 - d. Two letters of recommendation
 - e. A current resume or CV

Contact: Janel Quirante, Head Archivist | quirante@hawaii.edu | (808) 689-2740

2019 Roselani Media Preservation Internship Application

Deadline April 15, 2019

1. NAME: _____

2. ADDRESS: _____

3. PHONE: _____ EMAIL: _____

4. GPA: _____

5. NAME AND ADDRESS OF EDUCATIONAL INSTITUTION YOU ARE ATTENDING:

6. NAME AND TYPE OF ACADEMIC OR PROFESSIONAL PROGRAM IN WHICH YOU ARE ENROLLED:

7. EDUCATION HISTORY. INCLUDE PREVIOUS UNDERGRADUATE AND GRADUATE EDUCATION

University / college attended	Dates attended	Major	Degree
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. EMPLOYMENT HISTORY. LIST ANY FULL-TIME AND SIGNIFICANT PART-TIME JOBS

Name of Employer	Employment dates	Type of work performed
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_____	_____	_____
_____	_____	_____
_____	_____	_____

9. AWARDS, SCHOLARSHIPS OR NOTEWORTHY ACHIEVEMENTS:

10. ACTIVITIES, HOBBIES AND INTERESTS:

For the purpose of this application the undersigned declares that to the best of his/her knowledge the statements herein are true and complete, and grants permission to 'Ulu'ulu to contact references listed in application materials.

Signature of Applicant

Date

Attach additional sheets as needed. In addition to this form, applicants are required to submit:

- 1) An official sealed transcript from his or her most recent academic program
- 2) A cover letter describing relevant experience and interest in an internship with 'Ulu'ulu
- 3) 2 letters of recommendation from professional references (employer, supervisor, professor, etc.)
- 4) A current resume or CV

Applications must be received no later than April 15, 2019

Send application forms and all supporting documents to

'Ulu'ulu Moving Image Archive
University of Hawai'i – West O'ahu
91-1001 Farrington Highway
Kapolei, HI 96707

Or electronically to Janel Quirante quirante@hawaii.edu.
All transcripts must be sent separately by mail.