

Internship Opportunity: Library Page

Location: ON-SITE | Hunter College Silberman School of Social Work, 2180 Third Avenue and 119th Street, 1st Floor

The Center for Puerto Rican Studies at Hunter College, CENTRO is the largest university-based research institute, library, and archive dedicated to the Puerto Rican experience in the United States.

Centro Library and Archives

The Centro Library and Archives is a treasured place where researchers, academics, teachers, students, genealogists, filmmakers, and the community at large find primary (historical documents) and secondary sources on the history and culture of the Puerto Rican diaspora. Digital Collections provide access to photographs, documents, artifacts, art, maps, oral histories, moving image and audio clips, and other digitized or born digital material pertaining to stateside Puerto Ricans.

Description

CENTRO seeks motivated and talented students to join us in realizing our mission to research, preserve and share the Puerto Rican experience.

As a **Library Page**, you will assist the library manager and reference assistant in the management and organization of the library reading room, and shelving and reorganizing books.

Qualifications

- Must be available 10 - 20 hours per week
- Working knowledge of Microsoft office
- Good customer-oriented skills in phone, email, in-person interactions

Preferred Qualifications

- Knowledge of CUNY Library Catalog

To apply send resume and cover letter to rc1941@hunter.cuny.edu

Hunter College CUNY EDGE students apply to Ariela Sanabria at as7282@hunter.cuny.edu

Students who have work-study awards must apply at the Office of Financial Aid