

WISCONSIN ARCHIVES MENTORING SERVICE
REGISTRATION TO PROVIDE VOLUNTEER ON-SITE ASSISTANCE
IN CARING FOR HISTORICAL COLLECTIONS

The Wisconsin Historical Records Advisory Board (WHRAB) and UW-Oshkosh invite applications for participation in the Wisconsin Archives Mentoring Service (WAMS). This program was modeled on WHRAB's successful 2000-2002 grant-funded project. WHRAB works in association with the Wisconsin Historical Society (WHS) to promote the preservation and use of records with historical value. The National Historical Publications and Records Commission (NHPRC) through WHS, WHRAB and the Forrest Polk Library of UW-Oshkosh are providing funding for this project in 2004.

WAMS will provide on-site assistance to qualifying Wisconsin repositories of historical records. Archivists who volunteer to provide this service will enjoy valuable community service opportunities as well as sharpening their professional skills. Archivist mentors will be selected and paired with repositories that may include public libraries, community museums, local historical societies as well as businesses and local governments. It is desirable that repositories pay travel and meal costs for mentors who make on-site visits as needed during the program. During these visits and through other communications, the mentoring pairs will collaborate to assess the condition of historical records at the repository, develop a simple plan for improving records care and use, and work together on implementing the plan.

To be considered for participation in this program:

Archivists must have:

- Completed graduate level archival coursework or acquired equivalent professional credentials.
- A minimum of three years professional archives work experience.

Priority will be given to mentors who can demonstrate a commitment to full participation in the program, including employer endorsement (if applicable). WAMS reserves the right to exclude any qualifying archivists from our mentor directory.

A completed registration form will include three parts:

- Resume and cover sheet
- Statement of interest
- Registrant commitment / Employer support letter

REGISTRATION MATERIALS WILL BE ACCEPTED ON AN ONGOING BASIS

Send registration materials to:

Wisconsin Archives Mentoring Service
Forrest Polk Library
800 Algoma Blvd.
Oshkosh WI 54901

Visit our website for additional information or to download registration materials.

<http://www.uwosh.edu/archives/wams>

If you have additional questions about the project or need application assistance, please contact:

- Becky Fromfeld, WAMS coordinator at the Forrest Polk Library Archives at (920) 424-3252 or email at wams@uwosh.edu

RESUME COVER SHEET

Please fill out the form below and attach your resume. Your resume should include the following information:

- All professional archival experience, including summaries of professional responsibilities
- Descriptions of archival graduate courses/training
- Descriptions of mentoring/consulting experiences, if any
- Descriptions of other pertinent training, including workshops, seminars, and certification, if any

Registrant

Date
Name and title
Address (<i>include street, city, state, and zip code</i>)
Address where correspondence should be mailed (if different from above) (<i>street, city, state, zip code</i>)
Telephone numbers (<i>include area code</i>) <i>Day</i> <i>Evening</i>
E-mail address

Please fill out the information below if applicable.

Name and address of employer (<i>include street, city, state, and zip code</i>)
Immediate supervisor (<i>include name and title</i>)
Telephone numbers (<i>include area code</i>) <i>Day</i> <i>Evening</i>
E-mail address

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STATEMENT OF INTEREST

Please be sure to include your particular areas of expertise and what you hope to gain by participating in this project. You may attach your statement on a separate sheet of paper, but it should not be more than one page in length.

REGISTRANT COMMITMENT/EMPLOYER SUPPORT LETTER

Due to the time required of volunteer mentors, registrant archivists currently employed in the field are asked to review and discuss these commitments with their employer. WAMS encourages employers to write a separate letter of support to accompany this application to demonstrate administrative support. WAMS looks forward to promoting this support along with the successes of the mentoring relationships.

Note: This registration form is a public record and can be used for publicity purposes, or shared with other repositories and/or mentors.

Disclaimer: The Wisconsin Archives Mentoring Service matches mentors who are professional archivists with Wisconsin repositories of historical records. WAMS is not responsible for the advice given by the mentor nor the any aspect of the interaction between the mentor and the repository. Therefore, WAMS cannot be held liable for information given by a mentor and acted upon by a repository. If the mentor and repository negotiate a future arrangement for work done for a fee by the mentor, that arrangement is not within the purview of the Wisconsin Archives Mentoring Service.

Applicant

I commit to participation in the Wisconsin Archives Mentoring Service.

Name *(please type or print)*

Title

Signature

Date