

CALL FOR CONTRIBUTORS
Radio Free Europe/ Radio Liberty Historical Recording Description Project
Hoover Institution Library & Archives, Stanford University

<http://www.hoover.org/library-archives>

The Hoover Institution Library & Archives seeks volunteer contributors to audition and describe digitized recordings from the Radio Free Europe/Radio Liberty broadcast archives.



Founded by Herbert Hoover in 1919, the **Hoover Institution Library & Archives** are dedicated to documenting war, revolution, and peace in the twentieth and twenty-first centuries. With nearly one million volumes and more than six thousand archival collections from 171 countries, Hoover supports a vibrant community of scholars and a broad public interested in the meaning and role of history. <http://www.hoover.org/library-archives>

The **Radio Free Europe/Radio Liberty Broadcast and Corporate Records** are a rich and extraordinary resource for the study of the Cold War through one of the leading organizations that fought it. As a conflict of ideas and ideologies, the Cold War was unique not for its muddy battlefields so much as for the culture wars it inaugurated by broadcasting decadent Western music to Eastern Europe and by creating Radio Free Europe and Radio Liberty as a surrogate national outlet for news and cultural programming for the Soviet Bloc.



<http://www.hoover.org/library-archives/collections/radio-free-europeradio-liberty-records>

Under the direction of professional archivists, contributors will have the opportunity to gain career-relevant experience while contributing to the work of the institution. The program has been designed to provide practical experience to graduate students – students are encouraged to apply work on this project to capstone projects or independent study courses – however recent graduates, undergraduates demonstrating exceptional skill and volunteers unaffiliated with academic programs are welcome to apply.

Job Description: Contribute to the organization and access of unique historical documents in the Radio Free Europe/Radio Liberty Broadcast records by generating English-language descriptions of digitized sound recordings and confirming legacy metadata (dates, program titles, etc.) for those items. Travel not required. Internet-based listening and data entry afford contributors the ability to work from locations other than Stanford University. All training provided by Hoover.

Languages include: Armenian, Azeri, Belarusian, Czech, Dari, Estonian, Georgian, Kazakh, Kyrgyz, Lithuanian, Pashto, Romanian, Slovak, Tajik, Turkmen, Ukrainian, Uzbek

Qualifications:

- Demonstrated experience in project-appropriate language(s)
- Coursework or recent completion of a degree in language, history or related subject specialty
- Demonstrated ability to organize and prioritize work, acting with initiative and good judgment
- Excellent interpersonal skills, flexibility, and the ability to work in a team as well as independently

Preferred Qualifications:

- Technical skills with spreadsheets and/or databases (Goggle Sheets, MS Excel, etc.)
- Knowledge of archival descriptive standards such as DACS
- Knowledge of transcription standards such as ALA-LC

To apply: Applicants should submit a cover letter addressing your interest in the position, applicable qualifications, statement of availability, a resume, and three references to Brandon Burke, brburke@stanford.edu.