

Archiving/Collection Management/Historical Research opportunities at EHS

Acquisitions--establishing priorities, budgets for acquisitions (->Donations); de-accessioning
Authority file creation and maintenance
Bibliographies--preparing and updating, on specialized subjects
Book and pamphlet repair
Cataloguing theory, processes, procedures, and software
Curating and design of new displays
Digital scanning of books, documents, manuscripts, newsclips, photos, negatives
Donations--policies, registration, legal aspects, re-gifting.
Editing of AI transcripts of oral history recordings
Film/video planning--we intend a series of short films on history of each community in Encinitas
Geocaching--EHS has just become a provider of monthly geocaching sites; we need to become more sophisticated in our use of this "adventure" medium.
Grantwriting--the EHs applies for, and most often receives, several local, county, and private grants each year
History and Archiving Professional Relations--EHS coordinates CINCH, Council for Interpreting North County History consisting of some 30 historical museums, societies, sites, archives, and libraries in North County, and sometimes beyond, meeting four times a year, with additional workshops, and occasional news/letters
Inventory--how to establish and maintain an inventory of artifacts, papers, photographs, displays, equipment, etc.
Library organization and maintenance for our research collection + our study collection of old schoolbooks (1840-1960)
Manuscripts--proper handling, maintenance, storage
Maps and mapping--how to find, index, store, and display maps, especially large-format and aerial maps
Media conversion and preservation--addressing issues of medium transfers, digital drift, storage quality and costs
Native Californians--we are substantially adding to our collection with regard especially to Kumeyaay studies (archaeology, folklore, history) and have just articulated a land acknowledgment statement.
Oral history training, practice--ongoing projects for interviewing Encinitas residents, of which we have already 100+
Physical artifacts--how to balance the "schoolhouse" and the "archive" at the 1883 Schoolhouse; maintenance issues
Powerpoint etc talks--how to plan, prepare, present talks for general audiences
Public Art--we are conducting a years-long inventory of all the public art in Encinitas, which entails the creation of a GIS map, walking/bike tours, and eventually an app.
Public Goods Initiative--through a series of presentations on the history of public goods in Encinitas, we are demonstrating the richness of our in-house collections as well as our ability to put these into historical and current contexts
Queries--how best to respond to queries in person and online
Research (historical)--in physical and digital materials, as response to queries, or for one of our ongoing projects; we have also just published a Research Guide to Local History: North County San Diego, which will need periodic revisions and updates (available now online but not in electronic format--another project that needs pursuing)
Security and disaster prep--how to (re)conceive of the safety of our building and its holdings; we meet with NEDCC this week.
Timelines--creating and updating chronologies on specific subjects, such as the history of roadbuilding in California
U-V treatment of decaying/moldy materials
Video presentations--we need to create more dynamic videos for our website, our schoolhouse, and mobile exhibits
Website content creation, illustration, redesign, and maintenance