NDSR Call for Applications
Application Period Opens Wednesday, December 17, 2014
Due: Friday, January 30, 2015 at 11:59 p.m.

Thank you for your interest in the National Digital Stewardship Program. Before going any further in the application process please remember the following guidelines for eligibility. If you do not meet all these requirements your application may not be considered.

Applicants to the 2015 NDSR D.C. program should:

- possess a master's degree or higher with graduation between spring 2013 and spring 2015 with a strong interest in digital stewardship. Currently enrolled doctoral candidates with graduation beyond spring 2015 are encouraged to apply,
- have demonstrated leadership qualities/abilities,
- have solid communication skills (written, oral and multimedia),
- be comfortable working and learning both independently and in group settings,
- be able to provide post-residency feedback to the Library, IMLS, and future residents, informally and through planned events.
- remain engaged with the program, post-residency.
- Be a citizen of the United States or a legal resident alien, we do not offer visa sponsorship.
- be able to work full-time onsite in the Washington, D.C. area for the entire residency period (June 2015 – June 2016).

All application materials should be submitted through USAJOBS by January 30, 2015, including:

1. Complete questionnaire at USAJOBS posting (link to be provided by Dec. 17)

2. A resume or CV created in USAJOBS geared towards digital stewardship work.

3. A one-page cover letter that describes interests and qualifications for the program and that identifies the three NDSR projects the applicant is most interested in working on. (Project descriptions available by Dec. 17)

4. Unofficial or official undergraduate and graduate-level transcripts.

Materials to be submitted externally from USAJOBS by January 30, 2015 include:

1. A two to three minute video that creatively shows your aptitude for tackling the challenges of your favorite host proposals and your passion for digital preservation.

2. Two letters of recommendation from either of the following: academic advisors or professors, previous employers, or college/university work-study supervisors. The letters must be sent by the person providing the recommendation to ndsr@loc.gov by the January 30, 2015 deadline. We recommend seeking recommendation letters early in the process.

Application Submission Instructions

Choose your top three projects- Project descriptions for the 2015-2016 class of residents will be made available in mid-December 2014. Once those proposals are posted online, read each proposal carefully. These will be the focus of the residencies you will complete if accepted to the NDSR, so choose the projects that best fit your interests and qualifications. Your application will be assessed both by your overall qualifications and your suitability for the three project proposals you identify.

Create your application video - The video should answer the question "*Why are you the best candidate for your top three project selections?*" and should show your passion for digital stewardship. Use this opportunity to show us your personality, work, academic experiences and communication skills. Like your resume and cover letter, tailor the video to the top three proposals you found the most appealing after reading the project proposals online. The video does not need to be technically perfect or professionally edited, but it should show your ability to communicate through spoken language and/or visual images. The video can use original footage, stock footage, still images, text, screen casts, animations or any other moving image medium you would like to communicate your message. Videos should be between two and three minutes in length and should be shot in an easily accessible format. Submit a web link to this video in the 'Questionnaire' portion of your USAJOBS NDSR application. Your application is not complete until we can view the link for your video. Applications submitted without videos will not be considered. **Keep in mind that we would like to post the videos online if you are accepted to the program. Do not use copyright protected materials (such as music, text or images) unless you have obtained the appropriate permissions to use that material.**

Apply- When the post is available, go to USAJOBS and follow the directions there to fully complete the application forms and submit your additional files. Submit your resume or CV, cover letter, unofficial transcripts, video link and questionnaire answers through USAJOBS. **Have your recommending parties send their letters to ndsr@loc.gov from their own email accounts with your name and "Recommendation Letter" in the subject line**.

Please see our FAQ section or send application questions to **ndsr@loc.gov.**