GNARP Librarian Exchange Working Group
Questionnaire about Internship Possibilities in North America

Contact's First and Last Name
Anna Shparberg

Contact's E-Mail Address
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Contact's job title and brief description
Librarian for History, German studies and Linguistics

Are there any other librarians at your institution or in your area who would assist in hosting the intern? If so, please provide name(s), e-mail address(es), job title(s).
n/a

Name of your institution, number of libraries included in your institution's library systen, and URL of your library.
Rice University Fondren Library www.library.rice.edu

Your library's city and state; proximity to other libraries intern might visit.
Houston, TX   UT Austin and Texas A&M are within 2.5 hours' drive from here.

Does your institution have a library school or is there one nearby? If so, please provide the name of the library school.
n/a

What special facilities, collections, or projects does your library have that an intern would find attractive?
We have 2,5 million volumes. Our humanities collections are quite good, and we have a small rare book/archival department. The Digital Media Center is involved in many digitization projects.

Does the host institution have any established internship or sister library programs through which it has experience hosting interns? If so, please provide a brief description and/or URL. Has your institution hosted international library interns?
No, but we have hosted many interns on an individual basis.

What in general is the lead time from receipt of an application to the arrival of an intern?
1-6 months

Which "regular duties," such as staffing a desk or completing a project, can the intern expect to participate in and be assessed for work performed?

Working on projects in the Reference/Collection Development department

Will a workstation and space be designated for the intern's use?

Yes

Is the intern required to bring a laptop?

No

Is there a minimum/maximum period for the duration of the internship? Are there times during the year when an internship is not possible?

No

Does the applicant have to provide references?

Yes

Is it mandatory to write a final report at the end of the internship?

No

Are there any specific requests for the internship (i.e. applicants must have taken at least three library science courses, or must know HTML)?

Applicants must have graduated from college and must have good working knowledge of English. Having taken some library school courses is a plus.

Anything to add?
n/a

May 2009