

Spring 2024 WORK-STUDY\*  
AT THE  
**ARIZONA STATE MUSEUM,**  
UNIVERSITY OF ARIZONA



**Arizona State Museum Library and Archives**



The [ASM Library and Archives](#) is seeking a library assistant to work fifteen hours per week, between 11-4pm on Tuesdays, Wednesdays and Thursdays for the Spring 2024 semester. This position involves using specialized library software, data entry, shelving, and front desk circulation duties. Duties will vary, but attention to detail is essential. It's ideal for someone interested in library or archival work, anthropology, archaeology, and/or history.

The ASM Library and Archives is a research collection open to the public specializing in the anthropology of the southwestern United States and northern Mexico, including archaeology, ethnology, ethnohistory, and material culture.

**Skills or experience needed:** Basic computer word-processing skills are necessary. Willing to lift boxes weighing up to 40 pounds required.

**TO APPLY:** send an email to Caroline Kinsley ([ckinsley@arizona.edu](mailto:ckinsley@arizona.edu)) including:

- A one-page proposal letter that includes:
  - Biographical information (name, program, degree pursued, date expected); and
  - A statement summarizing your educational goals, what has been done so far to reach those goals, and how this particular work-study will be relevant to them; and
- Your curriculum vitae/resume

**\*Applicants must already have Federal Work-Study funding approval.**