



NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Administrator

NEVADA STATE MUSEUM
LAS VEGAS
Hollis J. Gillespie | Director
309 South Valley View Blvd.
Las Vegas, NV 89107

NSMLV Volunteer Role Description

Volunteer title: Photographs Volunteer

Project / department: Cahlan Research Library

Role summary: The museum has a large collection of photographic images documenting the history of Southern Nevada. The role of the Photographs Volunteer will be to help preserve, digitize, and document the photographs.

Project / Role specific activities:

- Rehouse and preserve photographs by inserting them in archival sleeves
- Utilize scanner to digitize photographs
- Enter information about the photographs in a computer catalogue

Reports to: Maggie Bukowski, Curator of Library, Manuscripts, and Photographs

Skills / Experience: Ability to use a computer. Attention to detail.

Timeframe / time commitment: Flexible. Curator works Monday – Friday 8am – 4 pm and will work with volunteer to establish a schedule that works for the volunteer. Must come in for at least one hour per volunteer time.

Training given: Curator will provide training on all aspects of project.



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