University at Buffalo Librarians are seeking an undergraduate student to work on a grant-funded project, The Essential Great Lakes, and assist with the production of an online research guide. This position will last for 30 weeks and you can expect to work 9 hours per week on this project. Salary: $11.80/hour.

Responsibilities include:

- Assisting in organizing selected resources, including layout of an online guide
- Building web content through UB Libraries' content management system
- Digitizing physical materials for inclusion in guide

Requirements for employment:

- Applicant must be an undergraduate student enrolled for the fall semester at a SUNY college/university and be registered for at least 12 credit hours.
- Previous experience in website building and/or content management systems a plus but not required.
- Remote work possible.
- Must be able to begin work by September 8, 2020.

To Apply:

Please send your resume and a brief cover letter expressing your interest in this position to Kim Plassche kf43@buffalo.edu and Carolyn Klotzbach-Russell cmklotzb@buffalo.edu by July 31, 2020. In your cover letter, please provide the SUNY institution you will be attending in the fall, the number of credit hours you have registered for and your area of study. This position will be filled by September 1, 2020.