**Description:** Archive Historic Slide Collection SHU

 1 – 3 individuals interested in organizing, cataloging, and digitizing the 40 year old slide collection for Gateway NRA sites at Sandy Hook, Jamaica Bay and Staten Island. Project to be carried out with ranger supervision at Bld. 24 Fort Hancock (Sandy Hook).

**Objectives:** Assist park staff.

**Responsibilities:**

* Work with Park Historian to organize loose piles of slides into categories by studying content on the slides on a light table and by looking at the slide label.
* Place organized slides into plastic sleeves and create binders of slides.
* Create a new catalogue of slide descriptions.
* Work with park historian to create a digital catalogue and a plan for how to label scanned slides.
* Digitize slides ensuring that the scan is of high quality

**Background or Qualifications:** Some experience with required tasks and can work with minimal supervision, often unsupervised.

**Training / Preparation:** Provided by supervising Park Ranger.

**Time / Place:** Time to be determined and agreed upon by both parties the supervising Park Ranger and volunteer on completion and signature of Volunteer Service Agreement documentation. Place is Bld. 24 Fort Hancock (Sandy Hook).

**Commitment:** To be determined and agreed upon by both parties the supervising Park Ranger and volunteer on completion and signature of Volunteer Service Agreement documentation.

**Over-sight:** Receives direction from the project leader, Park Ranger and technical advisors. Utilize the direction provided to guide volunteers working on a project.

**Measures of success:** To be determined and agreed upon by both parties the supervising Park Ranger and volunteer on completion and signature of Volunteer Service Agreement documentation.

**Contact(s):** Contact Site Supervisor Jennifer Cox 732-872-5914 or Jennifer\_Cox@nps.gov