

Digital Archives Intern, American Ancestors, Boston, MA

American Ancestors, in partnership with the Newport Historical Society, seeks a detail-oriented and motivated undergraduate student to join us as a **Digital Archives Intern** through the BU Center for the Humanities Summer 2026 Internship Program. This internship offers a hands-on opportunity to work with unique 17th- and 18th-century historical collections, including Newport town council records, Quaker records, and Congregational church records.

Reporting to the Database Volunteer Manager, the Digital Archives Intern will support an ongoing partnership project by helping to make these materials digitally accessible to researchers and the public. In addition to digitization work, the intern will have the opportunity to contribute a blog post to *Vita Brevis*, American Ancestors' award-winning blog, sharing insights and reflections from their summer experience.

Responsibilities

- Willingness to learn new technologies and use with care and attention to detail
- Prepare digital images and associated metadata for archival use.
- Perform quality control of scanned images and metadata.
- Draft a blog post for *Vita Brevis* on the internship experience and project findings.

Required Qualifications

- Familiarity with scanning or digital photography.
- Proficiency with common Office applications (especially Excel).
- Strong attention to detail and organizational skills.
- Ability to work independently and collaboratively.

Preferred Qualifications

- Familiarity with Photoshop or other image editing software.
- Interest in history, archives, or genealogy.

Internship Details

- Time commitment: 20 hours per week for eight weeks
- Summer 2026
- Based in Boston, MA at American Ancestors Headquarters

About American Ancestors

American Ancestors has been collecting information about families in America for over 180 years. Our 25,000 members access information through our library and website. The American Ancestors Library, located at 97 Newbury Street in Boston's Back Bay neighborhood, is one of the nation's leading research centers for genealogists of every skill level.