

CALL FOR APE AMBASSADORS

The Archives Portal Europe Foundation is a network of archives from more than 30 countries that runs the largest online archival repository in the world, www.archivesportaleurope.net, where it is possible to search archival material related to Europe from thousands of different institutions.

We are now looking for volunteers to help us out and gain experience in the various fields of our work from communication, research, and networking to metadata creation and aggregation!

We call this scheme a call for *ambassadors* because you will bring Archives Portal Europe and its activities into your town, working with local communities to connect them internationally.

Are you an aspiring archivist or historian?

Or do you have an interest in cultural and creative projects in general?

Do you have an interest in digital curation and/or digital communication?

Would you like to join an international network and meet people from 30+ countries?

Would you like to gain work experience in an international and multilingual environment?

If the answer to any of these questions is **YES** and you have a couple of hours per week to dedicate to a unique work experience, please get in touch! We are looking for people from any age, background, status, with an interest in cultural heritage, who would like to volunteer in one or more of these types of activities:

- **Archival Work & Digital Archives** (such as: digitisation projects, ingestion in digital repositories, improving archival descriptions & metadata, working on standards, transliteration of hand-written inventories, topic tagging)
- **History Research** (such as: organisation of digital exhibitions, public history projects, offer help & conduct archival research, collaborate to scientific papers and articles)

- **Digital Curation & Communication** (such as: organisation of seminars and other events, communication on social media and other digital platforms, creation and dissemination of communication material, curation of press releases and PR activities, SEO supervision)
- **Language** (Translations of website, social media communication, manuals, translating the portal's User Interface, be involved in multilingual projects)

In addition, you can bring your own projects to the table and let us see how we can collaborate to expand them to an international audience!

What do we offer

Your time and commitment will be of very high value to us, so we want to give back as much as we can:

TRAINING

Depending on your interests and needs, we can tailor specific training on these and other topics that we can select together:

- Google Analytics, SEO, and social media management
- Storytelling & cultural heritage
- Linked (Open) Data and its usage in cultural heritage
- Archival standards
- Digitisation processes
- How to conduct archival research
- Methodologies for historical research & usage of primary sources
- How to write an academic paper

EXPERIENCES

- Learn about management in cultural heritage contexts
- Write grants applications
- Learn about communication & dissemination at an international and localised level
- Learn other ranges of soft skills

NETWORKING

- Meet professional archivists from all over Europe
- Network with other volunteers around Europe
- Find partners for any grant application or project you may be interested in
- Reference letters for job applications

ASSISTANCE

- Assistance in developing your projects
- Assistance in conducting archival research
- Assistance in writing academic papers
- Privileged route to apply to the APEF Research and Creative grants as well as the digitisation grants

In order to apply, you have to:

- 1) Fill in the form at this link: <https://forms.gle/3PQu5YGzo9VUXidh8>
- 2) Send your CV in English to: info@archivesportaleurope.net

There is not a specific deadline, we aim to get back to you within 3 weeks from sending the application.

If you have any questions, please feel free to contact us via info@archivesportaleurope.net

