

Amanda Goodman
My Street Address
City, State Zipcode

February 9, 2011

The Responsible Person
Their Title
Their address
City, State Zipcode

Dear Responsible Person:

I am applying for the **THIS** Fellows Program. I was made aware of this opportunity from the Library and Information Studies (LIS) department's listserv at the University of North Carolina at Greensboro (UNCG). I will complete my MLIS on May 6, 2011.

I am particularly interested in the primary work assignments in Manuscripts and Archives as well as in Digital Assets Management. During my graduate studies, I have completed an internship in a local history museum's archives as well as two internships in UNCG's University Libraries' Digital Projects. I have handled special collection materials and then digitally preserved and transformed the objects so that researchers outside the immediate vicinity may have access to them. There is not a specialization in digital libraries at the UNCG LIS department, but I have taken the following sequence of courses: Digital Libraries, Metadata, Organizing Library Collections, Media Production, and Introduction to Archival Management. These courses have built on my strong undergraduate preparation in Multimedia in Arts and Sciences where I focused on video and web production. As well, I continuously look for conferences and workshops in the aforementioned areas. Therefore, I have the drive and capabilities to gain expertise in digital libraries and special collections.

As a graduate assistant for the LIS department, I have created two websites in the open source content management systems, WordPress (<http://lis.uncg.edu>) and Drupal (<http://lisuncg.net/icl>). I have set a standard for future department webmasters in producing a LIS website that is flexible and responsive. I handle all requests from the LIS community in a timely manner. I have also led department collaboration in encouraging the participation of faculty, students, and alumni in contributing content to the website. I was unfamiliar with Drupal prior to beginning my project, but I used self-directed learning and adaptability to tackle problems as they arose. My current independent project is to build a digital library in Drupal and then share the techniques with the library community. I have my own blog and am working on a training video for the Electronic Resources & Information Technologies department at UNCG's University Libraries.

My experiences will allow me to contribute to **THIS LIBRARY**'s goals in digital innovations, special collections, and being customer-centric. I am on multiple committees within the LIS department as well

as being vice president of the local student chapter of the America Library Association. I believe that these activities show my commitment to leadership and service within the library profession.

I am excited at the prospect of working for **THIS UNIVERSITY'S** Libraries. This opportunity would allow me to grow and gain expertise as a new professional in digital innovations in an academic library. Thank you for your time and consideration of my application.

Sincerely,
Amanda Goodman