

Pratt School of Information

Hauser & Wirth Institute Archives Fellowship

Fellowship Application Spring 2025

Fellowship information

This Fellowship is part of a larger project funded by Hauser & Wirth Institute to digitize and make accessible exhibition materials from the archives of The Drawing Center.

The Drawing Center (TDC) is a museum and a nonprofit exhibition space in Manhattan, New York City, that focuses on the exhibition of drawings, both historical and contemporary. TDC's physical archives represent exhibitions, events, and artist programs from 1977 to 2006, encompassing exhibitions on the work of Kara Walker, Hilma af Klint, Julie Mehretu, Victor Hugo, Louise Bourgeois, members of the global tattoo community, Sol LeWitt, and many, many others. The Hauser & Wirth Institute Archives fellow will work on creating metadata from print ephemera and visual material (slides, photographs, etc.) digitized by HWI from The Drawing Center's extensive exhibition archive. This will include digital retouching of assets: color correction, cropping, etc. Using Craft CMS, the fellow will populate content on pre-existing web pages on the back end of The Drawing Center's website. With the guidance of HWI archivists, the fellow will also help to implement a digital filing system on TDC's cloud server according to best archival practices.

The work will take place onsite at The Drawing Center in Manhattan. The fellow will report to TDC's Communications & Marketing Associate and Director of Communications, with support from the curatorial staff at The Drawing Center and guidance of archivists at HWI.

The fellowship recipient will commit for 16 hours/week (240 hours/semester for the spring 2025 semester; 15 weeks total from January 2025-May 2025). This fellowship includes a scholarship in the amount of \$7,730. The successful applicant must take at least 6 credits in the spring 2025 semester.

Please contact the SI Office with questions about the fellowship and/or application process.

Hauser & Wirth Institute (HWI) is a non-profit, private foundation dedicated to transforming the field of artists' archives by nurturing equity and innovation and increasing access to archives. The Institute provides grants for progressive archival projects and education, and has an In-House Archiving Program to process archives as a free service.

Eligibility

To be eligible for consideration, an applicant must:

- Have started the MSLIS program no later than fall 2024 and have a graduation date no earlier than spring 2025
- Have completed INFO 625 Management of Archives and Special Collections
- Be interested in artist archives
- Agree to take INFO 698 Practicum in Spring 2025 –OR– present work done at the fellowship at InfoShow25, the annual showcase of student work in May 2025.

Application submission & deadline

To apply, send the following as one PDF file to qlai@pratt.edu

- Completed Applicant Information Sheet (see section below)
- Resume/CV
- Statement of purpose (1-2 pages explaining why you're applying for the fellowship and what you hope to gain from the experience, etc.).

The deadline is 5pm EST on Tuesday, November 26, 2025.

Applicant Information

Name:

Pratt ID:

Email:

Telephone:

Statement of Accuracy

I hereby affirm that all the above stated information provided by me is true and correct to the best of my knowledge.

Application signature

Date