

## Assistantship Job Description: Center of Digital Humanities

A graduate assistant is being requested to assist in the mission of the Center for **Digital Humanities** (CDH) to promote digital humanities (DH) teaching, research, and other activities at FSU and throughout the MetroWest region. While DH has become increasingly prominent at FSU, as evidenced by an interdisciplinary minor and robust recent programming (some of which has been funded through the National Endowment for the Humanities), the CDH is a new Center (currently undergoing Board of Trustee approval) and does not have allocated funding for interns or assistants. A graduate assistant would therefore be of particular value at this time. Depending upon skills and qualifications, a graduate assistant will likely help to:

- Plan, promote, and facilitate the CDH programs and events, including project showcases, tools and methods workshops, invited talks, informal reading groups, and brown bag lunches.
- Conduct outreach to various constituencies and stakeholders both on campus and off campus, including FSU academic departments and centers and MetroWest businesses and cultural organizations.
- Research and draft CDH documents, as necessary.
- Research and draft proposals for internal and external grant funding.
- Research hardware and software for possible purchase.
- Create website, social media, and other online materials.
- Design and administer assessment instruments (e.g., program surveys).
- Support CDH-affiliated digital humanities projects.