

Research Assistant for Robert K Durkee '69 in support of A New Princeton Companion

Princeton University Press seeks a temporary, part-time Research Assistant to support the Editor of the recently commissioned new edition of *A Princeton Companion*, a volume first published in 1978 as a compendium of information, observation, and anecdote about Princeton University's history and traditions, its departments and programs, its teams and organizations, its personalities and presidents, and its defining features and characteristics. The original volume included 439 articles over more than 550 pages. In the new edition, some of the entries from the original version will be removed; many others will be revised and updated; and more than 100 new entries will be added, along with a number of longer essays.

This Research Assistant role will support the Editor of the new edition, Vice President and Secretary, Emeritus, Robert K. Durkee '69, who recently retired after more than 47 years at the University. This Research Assistant position is to assist with research for both the revised entries and the new entries in this volume.

Duties: The Research Assistant will be responsible, at the direction of Mr. Durkee, for gathering and/or confirming information about many of the new entries in the book and for checking and/or updating information in many of the existing entries. Depending on the entry, this could include confirming dates or biographical details; tracing the steps in the development of a particular activity or program; or compiling lists of recipients of particular awards or recognitions. Much of the research is likely to be done either online or in the University archives and will require periodic on-campus meetings with Mr. Durkee.

Qualifications: The Research Assistant will need to be skilled and resourceful in tracking down information and will need to compile it in such a way that it can be incorporated efficiently in the drafting of the entries. The Research Assistant will need to be scrupulous about accuracy and exercise good judgment in identifying the most important (as well as the most interesting) elements to be included in each topic being researched.

Timetable: Work on the project will begin immediately and most of the initial research should be completed by late spring 2020. There will likely be follow-up fact checking, at least into the summer of 2020.

To Apply: Submit resume and cover letter to resumes@press.princeton.edu.

Applicants must commit to working 15 - 20 hours every week and will be paid \$12.50/hour.

EOE/AA/M/F/D/V

Princeton University Press is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.