



NEW ENGLAND  
YEARLY MEETING  
OF FRIENDS  
QUAKERS

### **Outreach Archivist (independent contractor)**

New England Yearly Meeting (NEYM) is seeking a part-time contracted Outreach Archivist, supporting Friends and Friends meetings to better steward our living history. We are looking for an individual who is a Quaker or someone with strong familiarity with New England Yearly Meeting, and who is experienced and/or trained as an archivist. The Outreach Archivist will confer with the Yearly Meeting, quarterly meetings and monthly meetings on best practices for creating, gathering, and transferring permanent records to the Yearly Meeting Archives at SCUA (UMASS Special Collections and University Archives in Amherst).

This contractor will collaborate with the NEYM Archives Committee as well as the staff at SCUA. The work will include contacting meetings who have not yet sent records to the Archives, as well as offering workshops and trainings to meetings and other groups within Yearly Meeting.

The position is expected to range from 150 to 200 hours per year. If you are interested or know someone who might be, please contact Carol Forsythe, clerk of the Archives Committee at [archives@neym.org](mailto:archives@neym.org).