Description of Hurford Intern Project (Library Company of Philadelphia)

**Project Summary:** The intern will work in the Library Company’s Print Department, but will be exposed to other aspects of work at the library as well. While in the Print Department, the intern will have two separate projects working with both physical and digital collections.

**The Institution:** Founded by Benjamin Franklin and a group of his friends in 1731, the Library Company of Philadelphia today is an independent research library concentrating on American history and culture from the 17th through the early 20th centuries. Free and open to the public, the Library Company houses an extensive non-circulating collection of rare books, manuscripts, broadsides, ephemera, prints, photographs, and works of art. The mission of the Library Company is to preserve, interpret, make available, and augment the valuable materials within its care. We serve a diverse constituency throughout Philadelphia and the nation, offering comprehensive reader services, an internationally renowned fellowship program, online catalogs, and regular exhibitions and public programs.

**Project Description:**
The Print Department specializes in works by Philadelphia photographers and printmakers, and images that document the city of Philadelphia and the neighboring area from the late 17th to the mid-20th century. The intern will work with the Joe Freedman and Richard and Rosalind Berman collections of Philadelphia trade cards. These two collections contain nearly 1,500 late 19th-century Philadelphia-related trade cards and complementary commercial ephemera, including billheads, letterheads, tickets, and even a paper cup. The cards are rich with images representing the visual and popular culture of the Victorian period, including views of roller skating rinks and other recreational activities, household appliances lost to history, and idealized scenes of home parlors, kitchens, and business interiors. Businesses ranges from those still known today like Wanamaker’s and Hires Root Beer to those more recognizable in their era like Jacob Reed’s Clothing Store, Enterprise Manufacturing Company, Tetlow’s soaps and cosmetics, and Mrs. Vergone, “goffering done.”

The intern will house, arrange, inventory, and describe the collections. S/he will also (as time permits) digitize, post, and describe images on social media sites, including Flickr and Tumbler, as well as blog about their experience at the Library Company. The intern will perform this work under the supervision of Associate Curator Erika Piola (a Haverford College graduate).

The intern will also work on a separate, smaller project with the Aero Service Corporation negative collection. This collection contains more than 3,000 aerial views of the greater Philadelphia area taken primarily during the 1920s and 1930s. A selection of these images has been digitized and the intern will assist in metadata creation/cleanup and uploading this content onto the Library Company’s Digital Asset Management System, ImPAC [www.lcpdigital.org](http://www.lcpdigital.org). The intern will have the opportunity to share their work on this project on the Library’s social
media sites. This work will be done under the supervision of Nicole Joniec, the Library Company of Philadelphia’s Digital Collections Manager.

**Challenges and Rewards:** Working on both these projects will provide the intern with an excellent introduction to the inner workings of an institution with a long and continual history of collecting, preserving, and providing access to rare materials. To gain a fuller understanding of the workings of the Library Company as a whole, the intern will also be given introductory sessions in other departments including reference, cataloging, conservation, and development. The intern will also be encouraged to attend colloquia given throughout the summer by our visiting research fellows. The Library Company will greatly benefit from the work of the intern since s/he will be helping us process recently acquired collections and to upload a backlog of previously digitized items, making all of this material more available to our researchers.