APPLIED STUDIES JOB POSTING

Historical Research Assistant

Employer: The Meliorist Publishing Society

Employer Contact: Business Manager & Editor-in-Chief
hiring@themeliorist.ca

Student Job Title: Historical Research Assistant (Applied Studies)

Job Location: Hybrid role
University of Lethbridge Campus & Remote
Student Union Building, Room SU172
4401 University Drive W.
Lethbridge, AB T1K 3M4

Semester and Year: Fall 2026

Majors: Open to all majors, with preference given to students majoring in History, Art History and Museum Studies, Indigenous Studies, Anthropology, Sociology, Political Science, General Social Sciences, General Humanities, English, or related disciplines.

Salary/Honorarium: Students who successfully complete the Applied Studies placement will receive an honorarium equal to the tuition cost of their Applied Studies course. This honorarium aims to reduce financial barriers to experiential learning while recognizing the valuable contributions students make throughout their placement.

About The Role: The Meliorist History Project is a long-term initiative to preserve, document, and celebrate the nearly 60-year history of The Meliorist while creating a permanent institutional archive for future generations. Working closely with the Editor-in-Chief, the Historical Research Assistant will conduct historical research, organize and preserve archival materials, document the organization's evolution, and contribute to the development of a comprehensive historical archive that supports future research, storytelling, and organizational continuity.

Duties:

- Conduct historical research using print and digital archives.
- Review past issues of *The Meliorist* and identify significant events, milestones, and organizational developments.
- Organize and catalogue historical documents, photographs, publications, and other archival materials.
- Develop timelines, historical summaries, and reference materials.
- Assist in creating a searchable digital archive and records management system.
- Support preservation and digitization initiatives for historical records.
- Prepare written content highlighting The Meliorist's history for future publications, promotional materials, or anniversary projects.
- Present findings and recommendations at the conclusion of the placement.

Hours: Minimum of 120 hours over approximately 12 consecutive weeks (approximately 10 hours per week).

Qualifications: Preference will be given to students with an interest in historical research, archives, museums, journalism, records management, public history, or organizational storytelling. Students should be interested in preserving institutional history and making historical information accessible for future generations.

Skills/Competencies:

- Strong research and analytical skills
- Excellent written communication
- Organization and attention to detail
- Information management and documentation skills
- Ability to work independently and manage long-term projects
- Critical thinking and problem-solving
- Interviewing and oral history skills (asset)
- Familiarity with archival practices, records management, or historical research methods (asset)
- Experience with Google Workspace and Microsoft Office

How to Apply: Interested applicants should submit a resume and cover letter by email at hiring@themeliorist.ca

Job Application Deadline: Applications will be reviewed as they are received, and the position may be filled once a suitable candidate or candidates have been identified. Interested applicants are therefore encouraged to apply as early as possible. The final deadline to apply is **September 10, 2026**.

Setting up your Applied Studies course

For more information on Applied Studies course requirements and application procedures, please visit: **https://www.ulethbridge.ca/career-bridge/applied-studies**.

Contact the Applied Studies office immediately after securing a position to begin the registration process for your Applied Studies course.

Email: applied.studies@uleth.ca