

Curator of the Software Collection - Job Duties

Duties (in priority order)

1. Alone and in conjunction with other Museum staff, the Software Collection Committee, and volunteers, design, develop, document, and implement processes and procedures to insure the proper cataloging, accession, preservation, and presentation of the Software Collection to the Museum's target audiences.
2. Work with Software Collection Committee and donor community to insure proactive collection and conservation of specific software and related artifacts.
3. Act as the focal point for activities and resources related to the Software Collection.
4. Develop and maintain ties with other academic institutions, non-profits, trade associations, companies, and individuals creating and implementing software collection, preservation, interpretation, and research protocols and techniques.
5. Work with and assist other Curators with their respective Collections.
6. Work with Exhibits component of Museum to develop and facilitate exhibition of the Software Collection.
7. Speaking to, and content development for, the general public, high-technology industry, academic, and history communities.
8. Publish in appropriate journals results of software collection, preservation, and exhibition efforts.