JOB TITLE: HCMC1 – Digital Edition Transcription & Markup Assistant
DEPARTMENT NAME: Humanities Computing and Media Centre
CONTACT NAME: Martin Holmes

JOB DESCRIPTION:

1. Research and write short editorial pieces including biographies, maintain and extend bibliographical resources, write and edit project documentation.
2. Transcribe and mark up literary and historical documents in TEI P5 XML (training will be provided if necessary).
3. Geo-reference historical locations on contemporary maps and link them to corresponding locations on early modern maps (training will be provided).

The work will be spread across two or more digital edition projects, including the Map of Early Modern London, and the Colonial Despatches of BC and Vancouver Island, Mapping Keats’s Progress, and the Digital Victorian Periodical Poetry project.

QUALIFICATIONS:

Required:
Interest in Digital Humanities and willingness to learn technical skills, markup languages, and basic programming techniques. Working habits based on meticulousness, accuracy and consistency. Familiarity with the use of editorial style guides. Sound writing and research skills. At least two upper-level English courses.

Desirable but not essential:
Experience marking up documents with TEI P5 XML using the oXygen XML editor. Experience with graphics applications. Experience with the Subversion repository system.

JOB LOCATION ON-CAMPUS: A316 Mearns Centre, McPherson library
WORK STUDY WAGE: $14.50/hour (includes 4% vacation pay)
DEPARTMENT TOP UP: $3.00/hour
HOURS AVAILABLE: 200
HOW TO APPLY: Resume with covering email to mholmes@uvic.ca

Applicants must be eligible for Work Study Program
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php