



## Research Fellow

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### *General Fellowship Requirements*

- Ability to commit to 10-15 hours per week during the Fall, Winter, and Spring Terms
- Flexible schedule to include evenings and weekends
- Must be a sophomore, junior, or senior Dartmouth student
- Demonstrated commitment to diversity and inclusion and serving the needs of a diverse population.

### *Description*

The research fellow will be tasked with the project of exploring material relating to the Hopkins Center's history. The goal will be to create a full retrospective view of the Hop's history in order to inform future programming and initiatives. The research fellow will work with an eye toward rediscovering and documenting notable past programming, visiting artists and scholars, pivotal moments in Hop history, relations to historical events, the founding of the Hop, and visions for the future of our campus and arts in our region. This fellow may also conduct research on the impact of the Hopkins Center and its programming on the Dartmouth student body. This research may include, but is not limited to, focus groups, surveys, and interviews. Analysis of this research would also be likely, and proficiency in Excel/Google Sheets would be preferred.

### *Position Specific Requirements:*

- Strong research skills (formulating hypotheses, asking research questions, seeing trends in data, etc)
- Demonstrate leadership skills and work both independently and collaboratively with a team
- Exhibit the highest level of confidentiality and professionalism
- Comfortable contributing ideas and participating in group brainstorming sessions
- Candidate should have exceptional verbal, face-to-face and written communication skills, research skills, and comfort interacting with the public in a pleasant, professional manner
- Tech savvy; comfortable using Excel/Google Sheets and open to learning other software, such as Tessitura. Coding skills welcome.