



Oral Historian-Archivist

The Citizens' Archive of India (CAI) is looking for an Oral Historian-Archivist to join its team. This is a full-time position based in Mumbai.

About CAI

The Citizens' Archive of India aims to record and archive the personal stories of Indian citizens who have witnessed India develop into the nation we see today. Our vision is to create a publicly accessible archive for scholars, students, and ordinary citizens who wish to listen to and learn from these stories. We also aim to develop educational and outreach programmes using these narratives to build dialogue and foster mutual understanding about the nation's past, present, and future.

Duties:

- Conduct topic-based historical research.
- Help identify potential nominees to be interviewed, liaise with nominators and nominees, and coordinate with the team to keep schedules updated.
- Research nominees, prepare specialized questionnaires, and conduct oral history interviews.
- Process and archive interviews to strict deadlines - you will be required to digitise, transcribe, and archive oral history interviews and other material collected from interviewees.
- Content creation for social media.
- Help curate and conduct events, exhibitions, and educational programmes.
- Any other task assigned by the project head.

A candidate must have:

- Bachelor's degree, preferably in History or a related subject.
- A passion for and understanding of Indian and World History of the 20th Century.
- Exceptional verbal communication skills in English and native or bilingual proficiency in at least one other regional language - Hindi, Marathi, or Gujarati.
- Excellent written communication skills in English.
- Proficiency with Microsoft Office.

Preferred skills and qualifications:

- 1-2 years' experience working with a museum, archive, or similar.
- Good photography skills
- Audio/video editing skills.

If you are interested in applying for this position, send us your CV along with a cover letter telling us why we should hire you to jobs@citizensarchiveofindia.org.