



APEF Newsletter

The Archives Portal Europe Foundation
monthly newsletter

Dear APEF friends

Welcome to the [Archives Portal Europe Foundation](#) Newsletter #19 !

The APEF Newsletter brings you all the news on the Archives Portal Europe Foundation and its network - plus interesting stories from the world of European archives.

If you want to contribute to the newsletter, please contact (info@archivesportaleuropefoundation.eu)

FROM APEF

NEW COUNTRY MANAGER

Manonmani Restif from Archives de France is the new Country Manager for France, taking over from Mathieu Stoll. Manonmani studied at the Ecole nationale des chartes and the Institut national du Patrimoine in Paris, and has been archivist at the municipal archives of Evreux and Saint-Malo, at the archives of the French Ministry of Foreign Affairs, and at the departmental archives of Marne. In July 2018 she joined the team of the [FranceArchives](#) portal, launched in March 2017. FranceArchives is the national portal to access archival descriptions and digitized documents



from public archives repositories all over France. It currently holds over 7 millions of documents from 38 repositories: National Archives of France, archives of the Ministry of Foreign office, of the Defence Ministry, departmental archives, municipal archives and other archival collections. Manonmani's work to ensure the collaboration between FranceArchives & APE will be precious, as the contribution previously given by Mr Stoll!

NEW TECHNICAL COORDINATOR NEEDED

It is with sadness that we have to announce that **Wim van Dongen** has resigned from his role of Technical Coordinator at the Archives Portal Europe Foundation. Wim was involved in the very early steps of Archives Portal Europe, and he put a great deal of work and passion in the project. We would like to thank him for that, and we wish him the best success in his new endeavors!

We now have some very big shoes to fill, so please help us spreading the call for a new technical coordinator – details below and [online](#), applications are accepted until the **31st October**.

Job description: Archives Portal Europe Technical Coordinator

Job Title: Archives Portal Europe Foundation Technical Co-ordinator

Location: Flexible

Reports to: The APE Governing Board

Conditions: A contract is offered for one year, with the intention of being extended. The salary is maximum € 4100 for a 36 hours working week with 20 holidays per year and flexible working hours. We would consider an arrangement for a 4 day-week position with a requisite reduction in hours and salary level.

Background

Archives Portal Europe aims to make European archives as accessible as possible. It enables researchers to find information from archives held across Europe, in thousands of archival institutions. The success of APE is down to a strong collaborative network of colleagues across Europe, who work together to maintain and develop the service, a solid technical infrastructure and a great drive and enthusiasm for what we do, creating strong networks, looking at how we can innovate and develop and promoting the service widely to attract new audiences to archives. Funded by the European Commission between 2009 and 2015, from October 2015 onwards, the Archives Portal Europe has been maintained and developed by the [Archives Portal Europe Foundation \(APEF\)](#), with a decision-making body, the Assembly of Associates (AoA), and a Governing Board (GB).

APE believes in the importance of standardisation, using international XML schemas EAD (Encoded Archival Description), EAC-CPF (Encoded Archival Context – Corporate Bodies, Persons and Families) and EAG (Encoded Archival Guide), to create tools to manage and publish complex data from a wide range of archives across Europe. Bringing data together from such diverse sources is a considerable challenge that requires a great deal of technical know-how, an understanding of the practical situations of many repositories, and a strong collaborative and participate network of country managers, who represent the content providers from their respective countries.

The Archives Portal Europe has a particularly important strategic relationship with Europeana, the cultural heritage portal for digital materials (<https://www.europeana.eu/portal/en>), and aims to make archival material searchable and findable through this portal. APE has participated in a number of Europeana projects and works with them to develop a common digital infrastructure for cultural heritage across Europe.

Purpose and Scope

To co-ordinate the technical team working on APE developments, to ensure project tasks are organised and carried out, to liaise with various stakeholders, to participate in working groups and meetings on aspects of APE work. To keep abreast with technical developments, and continually develop the service to meet users' needs.

Key Responsibilities of the Role

Responsibilities fall into four areas: Technical, External & Contracts, support for Country Managers, participation in Working Groups.

General

- Liaise closely with the Governing Board and keep the GB updated on all matters, including technical progress and representation on various external bodies.
- Maintain a Google Analytics account and provide statistics on portal usage.

Technical (c 50% of the role)

- Coordinate the technical team.
- Convene, run meetings and provide reports on regular meetings of technical team.
- Take responsibility for the running of the APE portal, addressing bugs and rolling out new releases.
- Prepare proposals for the GB on technical developments and input into the roadmap for the infrastructure, data quality, standards, front-end and back-end of the portal.
- Implement the decisions taken by the GB and the working groups.
- Keep abreast of technical developments that may be relevant to APE, e.g. standards developments, new software and tools.

External and Contracts (c 20% of the role)

- Give presentations on APE at external meetings and events.
- Input into outreach and communications that are led by the PR Officer.
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- Input into outreach and communications that are led by the PR Officer.

Support for Country Managers (c 10% of the role)

- Work with the PR Officer to support Country Manager (CM) meetings, e.g. provide input on technical progress.
- Act as the contact point for the CMs with technical matters, e.g. upload problems, data quality questions.

Working Groups (c 20% of the role)

- Actively participate as a member of the Standards Working Group.
- Actively participate as a member of the Technical Working Group.

Knowledge and Experience

- A master's degree, or comparable qualifications
- Experience of working as an information professional, presenting and collaborating, at a national and international level.
- Experience of contributing to and working with standards and online services in the cultural heritage sector.
- Experience of managing projects with a strong technical and data focus.

Skills

- Good IT skills, specifically relating to data aggregation and normalization
- A keen understanding of interoperability from technical, semantic and cross-domain perspectives.
- Good knowledge of standards within the archival domain, especially the ICA standards, ISAG(G), ISAAR, ISDIAH, and the XML formats, EAD, EAC-CPF and EAG.
- Knowledge of information standards and protocols, such as Dublin Core and METS, and how they may relate to archival discovery.
- Knowledge of the cultural heritage sector, in particular relating to online discovery.
- An awareness of web accessibility and usability issues.
- Knowledge of RDF and Linked Data approaches.
- Fluency in English; knowledge of other languages is preferred.
- Strong verbal and written communication skills, in particular production of clear documentation for the technical aspects of a service, appropriate to different audiences.
- Strong problem-solving skills and a strong team player.

Salary and benefits

- Monthly salary between maximum € 4100 for a 36 hours working week with flexible working hours. Dependent upon the level of your experience and the country you are based in.
- Possibility of a 4-day week with adjustments to the hours and salary as appropriate
- 20 holidays per year
- 1 year fixed term contract with possibility of extension

Applicants are invited to send a CV together with a covering letter setting out their reasons for applying for this post before the 31 October 2018 to president@archivesportaleuropefoundation.eu. For more information, please contact Mr **Arjan Agema**, President of the Governing Board, at: +31 655 26 78 53 or [via email](#)

COMING UP

TIME MACHINE CONFERENCE 2018

Lausanne (Switzerland), 30-31 October 2018



APEF is a supporter of the [Time Machine FET Flagship](#), which is transforming 5,000 years of historical data from archives all around Europe into the most precise 4D visualisations and simulations of Europe's past and future.

It combines the expertise of the world's best researchers and scientists with cutting-edge technology and historical data to bring our cultural heritage to life, and revolutionise the way we navigate the past.

Time Machine 2018 will take place on October 30-31, 2018 at the Swiss Tech Convention Center in Lausanne, Switzerland. Speakers from Europe's most prestigious science, technology and cultural institutions discuss our year's theme, **'The Future of Cultural Heritage' as a key resource for Europe and the World.**

The conference will also allow to connect with companies from all over Europe that are realising the potential of cultural heritage data for scholarship, education, creative and media industries, entertainment, urban planning, policy making and more.

Registration is free and [online](#)

SLAVES IN GENOA AND LIGURIA

Genoa (Italy), 18 September – 7 December 2018

The [Genoa State Archives](#) host an exhibition on the lives of men and women reduced to slaves in the Liguria area. Victims of poverty, war, and pillages, they were Tartars, Russians, Abkhazi, Circassians, Zichi, Magyars, Hungarians, Bulgarians, Greeks, Mingreli, Lazi, and later Albanians, Bosnians, Vlachs, Moors of Malaga and Granada, Jews of the Sephardic, Turkish and Ligurian Diaspora. They are the faces of the "skin trade", a fundamental entry in the Genoa economy. For more information (in Italian) click [here](#)



EAG / EBNA JOINT MEETING AND PARALLEL EVENTS

Vienna (Austria), 8-9 November 2018

The joint meeting of the European Archives Group (EAG) with the European Board of National Archivists (EBNA) is coming up in Vienna in November 2018. In parallel to this event, a series of important meetings are also taking place, from the 10-year anniversary party of [ICARUS](#) on the 9th of November, to the APEF Country Managers' meeting on the 7th November – more in the next issues

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Austrian
Presidency
of the
Council of the
European Union

ARCHIVES
PORTAL EUROPE



IN THE LOOP

THE OLDEST KNOWN EXTRACT OF HOMER'S ODYSSEY DISCOVERED IN GREECE

In case you missed it, last summer archaeologists in Greece discovered what they believe to be the oldest known extract of Homer's epic poem "The Odyssey". The discovery was made by a team of Greek and international researchers in Ancient Olympia. The story has been covered by most newspapers around Europe –

[here](#) we propose the publication by the National Archives of Greece (in Greek)

