

Museums and Collections Projects Program 2021

University of Melbourne

Victorian College of the Arts

Project Description

Collection Management – Metadata Assistant, VCA Film and Television Digital Archive

Project

This project offers students the opportunity to assist in digital cataloguing / metadata input for the VCA Film and Television Digital Archive. This project makes the collection more accessible to students, academics, filmmakers, researchers and the wider community and will aid in its management, longterm preservation and appreciation.

Background

The [Victorian College of the Arts](#), within the Faculty of VCA and MCM is located at the University of Melbourne's Southbank Campus and brings together an extensive range of creative disciplines including Art, Community Cultural Development, Contemporary Music, Dance, Film and Television, Interdisciplinary Arts Practice, Music Theatre, Production and Writing. Over the past fifty years, the VCA's School of Film and Television (formerly the Swinburne School of Film and Television) has amassed an archive of hundreds of short films. These films reflect a broad cross section of Australian daily life and film culture and illustrate how it has changed over that time. The Archive is a significant and unique resource of cultural information, sound, stories and images that document Australian life and history.

VCA Film and TV have digitised, preserved and released its student film archive online. This is Australia's largest University student short film digital repository in Australia. The [digital archive](#) is now a rich and expanding resource on film culture and local history for university staff, students, Film and Television alumni, Australian screen industry professionals and the public by providing a unique social and cultural history.

Details

In consultation with the VCA Screen Production Coordinator, the students will check, create and add to metadata for films in the Digital Archive Project. The project work will support the curation of films based on themes and popular search terms and related tasks may include: adding and writing film synopses/data related to the director and other film information to the catalogue; researching current status of filmmakers, key performers and crew to contextualise the history of film and filmmaker; cataloguing archival materials; using databases (Filemaker Pro and Mediaflux – digital asset management system) to assist in the cataloguing of films and associated material. This project would suit student/s with an interest in film and television, arts and cultural history. Ideally the student/s will have an understanding of archival and collection management principles (progress towards a degree in a related area would be ideal). A methodical approach, keen eye for detail and ability to work independently and in consultation with a small team.

Benefits

Opportunity to work closely with Australia's oldest film school's collection of short films that spans fifty years. The opportunity for professional development through experience gained in collection management procedures and practice. Experience gained in the management of archival information. Satisfaction from assisting to make the University's cultural collections more accessible by participating in their interpretation, management and long-term preservation. The application of collection management principles to the University's cultural collections enhances our long-term understanding, management and appreciation of the collections.

Supervisors

Donna Lyon, Senior Lecturer Master of Producing and Digital Archive PhD Project Producer
CJ Welsh, VCA Screen Production Coordinator, Faculty of Fine Arts and Music, VCA Film and Television

