

## **EDUCATION**

- M.S. Library Science, May 2007
  - University of Illinois Urbana-Champaign, Online [LEEP Cohort 9.2]
- M.S. Not-For-Profit Administration [graduated with distinction], November 2003
  - DePaul University Public Services Program, Chicago IL & Dublin Ireland
- B.F.A. Playwriting [graduated with honor], June 2001
  - DePaul University Theatre School, Chicago IL

## **CONTINUING EDUCATION**

- University of North Texas, Online [currently enrolled]
  - CAS in Health Informatics (Anticipated graduation date: June 2013)
- Attended the ALA Annual Conference 2006-2008; attended MidWinter in 2008.
- Attended workshops/webinars on multiple topics including:
  - Cataloging (RDA/FRBR), Copyright/Fair Use, Faculty Outreach, Web 2.0
- DePaul University Public Services Workshop Series – Management
  - Leadership in Times of Change (January 2004)
  - Strategic Thinking (February 2004)
  - Maximizing Staff Performance (March 2004)
- DePaul University Public Services Workshop Series – Assessment & Evaluation
  - Marketing Analysis & Needs (November 2003)
  - Performance Measures (December 2003)
  - Program Evaluation & Public Policy (January 2004)
- Ohio State University, Fall 2002. Library Acquisitions (online course)

## **WORK EXPERIENCE**

- Library, South University – Tampa FL
  - Director of Library, September 2009 to Present
- Springfield College - Tampa FL
  - Tutor, August 2009 to June 2010
  - Adjunct Professor, May 2009 to June 2010
- Madigan Library, Penn College - Williamsport PA
  - Assistant Director, Library Services, November 2007 to April 2009

## **WORK EXPERIENCE (continued)**

- Harcourt Inc, Library division - Orlando FL
  - Senior Sales Liaison, May 2004 to Feb 2007
- Harold Washington Library, Chicago Public Libraries - Chicago IL
  - Intern, September 2003 to November 2003
- Richardson Library, DePaul University - Chicago IL
  - Acquisitions Assistant, November 2001 to April 2004
  - Cataloging Assistant [Part-Time], February 2001 to October 2001
  - Cataloging Assistant [Student], September 1998 to January 2001
- Keyhole Theatre - Chicago IL
  - Executive Director, July 1999 to July 2003

## **SOUTH UNIVERSITY – TAMPA LIBRARY (DIRECTOR)**

- Responsible for 6-10 employees (student workers).
- Oversee and participate in all functions of the library.
  - Includes budgeting, reporting/analysis, supervision & strategic planning.
- Manage a capital budget of \$100,000 and a local subscriptions budget of \$50,000.
  - Help to build and develop a system-wide shared subscriptions budget of \$500,000.
- Participate in all new student orientations and graduations
- Provide library instruction, reference, tutoring, and workshops in APA
- Since March of 2010 I have been the administrator for the S.U. Libraries sharepoint.
- In Fall, 2011 co-created and led a series of weekly trainings in the Voyager ILS (all modules) available to all S.U. library directors and staff, as well as representatives from many of the other EDMC universities: Argosy University, Art Institute, and Brown-Mackie University. Each session included about 40-50 participants.
- Committees:
  - Program Directors (Chairs) [local]
  - Library Directors [system-wide]
    - Subcommittees include Chair of the Staffing committee and member of the Cataloging, Policies, and Virtual Technology committees.
  - Quality Enhancement Plan [local & system-wide]

## **MADIGAN LIBRARY/PENN COLLEGE (ASSISTANT DIRECTOR)**

- Responsible for 56 employees (31 student workers/25 staff members):
  - Directly supervised 12 staff members: 3 library managers (Circulation; Document Delivery/ILL; Technical Services/Virtual Resources) & 8 part-time librarians.
- In charge of outreach & programming:
  - Attended ALA Midwinter, ALA Annual, the PALINET Symposium on Cataloging, SNRG annual meeting, & a Web 2.0 webinar (Geisinger).
  - Attended all December & May commencement ceremonies in 2007-2008.
  - Participated in organization of events & activities for Constitution Day 2008, including a ceremony to commemorate the history of the U.S. flag.
    - [http://www.pct.edu/pctoday/events/Hall\\_of\\_Flags\\_Among\\_College\\_Events\\_to\\_Honor\\_U\\_S\\_Constitution.shtml](http://www.pct.edu/pctoday/events/Hall_of_Flags_Among_College_Events_to_Honor_U_S_Constitution.shtml)
  - Helped plan & give a tour & “tech zoo” for a local elementary school class & also a local Cub Scout troop.
  - Represented the library at the 17th Annual Regional Spring SADD Conference.
  - Worked regularly with 15-20 staff in other departments such as Art Gallery, Campus Police, Food Services, Health Services, Residence Hall Association, Student Activities, Student Government Association, & ITS.
  - Wrote & recorded a series of *Library Minutes* for WPTC 88.1 FM (college radio) promoting library services & events. Also appeared twice as the guest for *Take a Stand: the Importance of the Youth Vote*.
    - <http://www.pct.edu/wptc/programming.htm>
- Other achievements:
  - After reviewing the vendor Cdigix, worked with library staff & Distance Learning staff to modify & promote a cheaper, quicker, in-house alternative: Streaming Media.
  - Coordinated the evaluation & acquisition of PastPerfect, including training & installation; made training arrangements for Library staff, other Penn College staff, & off-campus guests from Lycoming College & the Little League Museum.
  - In August/September of 2008, prepared & submitted an LSTA grant for \$31,000 geared to enhance the Library's (& the College's) selection of assistive technology equipment.
  - Originated & co-created the Library's LT&D Wiki (Learning, Training & Development), and spearheaded its' effective use by staff.
  - Served as the Chair for the multi-type Susquehanna Library Cooperative (SLC)

- Taught 4 sections of bibliographic instruction for ENL-111
- Worked the reference desk in the absence of other M.L.S. Librarians.
- Most recent projects:
  - Assisted the director to prepare the FY0910 budget; also assisted the Director to create the current FY0809 budget.
  - Assisted the director to restructure various jobs/divisions within the library to prepare for my departure & the departure of the Virtual Resources Manager.
  - Worked with library staff to evaluate methods, standards, & software products related to aspects of library scheduling.
  - Helped evaluate Yankee Book Peddler (YBP) for various cataloging services.

## **OTHER PROFESSIONAL LIBRARY EXPERTISE**

- Acquisitions
  - *DePaul/Acquisitions*: Facilitated the high-volume receipt, commercial binding, & bibliographer review of all library approvals orders [monographs].
- Cataloging/Metadata
  - *DePaul/Cataloging-Part-Time*: Created & edited metadata for online databases. Created brief records & did DLC/DLC copy cataloging.
  - *DePaul/Cataloging-Student*: Performed MFHD cleanup, assigned call numbers, & attached library processing to monographs, serials, & other media. Participated in the overhaul, bibliographic research, & reorganization of an entire suburban college library collection when DePaul absorbed it as a new campus.
- Collection Development
  - *DePaul/Acquisitions*: Created a weeding procedure as a bibliographer review for brittle & damaged books; trained the Collection Development team to take over the review.
- Preservation/Binding
  - *DePaul/Acquisitions*: Studied commercial binding & in-house repair techniques to effectively sort materials between the binding vendor & Special Collections.
- Reference
  - *Harold Washington*: Performed the reference duties of a Library Associate at the front desk of the largest municipal/public/circulating library in the USA.

## **OTHER PROFESSIONAL LIBRARY EXPERTISE (continued)**

- Youth Services/Outreach
  - *Harcourt*: Sculpted customer service efforts for K-9 school libraries to best serve the end-users (elementary & secondary school students).
  - *Keyhole*: A staff member requested she head up an outreach effort for public high schools. I authored the script & supervised her management of the project, which were stage adaptations of classic American horror literature. It was performed at several area high schools, some of which had very little fine arts programming.

## **LIBRARY TECHNOLOGY SKILLS**

- At the Madigan Library, used the Circulation module of Sirsi Dynix Unicorn/Workflows in order to periodically cover the Circulation desk.
- Winter/Spring 2003-2004, volunteered in the library at the Josephinum School for inner-city students; cataloged books using Cross Systems.
- At DePaul, used Voyager by Endeavor [Acquisitions, Cataloging, & Circulation]
  - Before DePaul went to Voyager, learned INNOVACQ by Innovative (Acquisitions), & DRA Circle (Circulation) & Netcat (Cataloging)
  - Also used OCLC PrismCat [command-based; created brief records & set holdings]
- At Harold Washington Library, used CarlWeb & OVLite

## **OTHER TECHNOLOGY SKILLS**

- Microsoft: Access, Excel, Outlook, PowerPoint, SharePoint, & Word
- Working knowledge of Contribute, CSS, Dreamweaver, FileMaker Pro, & XHTML.
- IBM/AS400 & WRQ Reflection [command-based systems]

## **MEMBERSHIPS/CERTIFICATIONS**

- American Library Association [since February 2002]
  - Association of College and Research Libraries (ACRL) [since June 2006]
  - Library Leadership & Management Association (LLAMA) [since April 2003]
- Florida Library Association [since April 2009]
- Golden Key International Honors Society [since October 1999]

## **PUBLICATIONS**

- April 2004 - Winner of the Illinois Association of College & Research Libraries (IACRL) Annual Conference Student Paper Competition
  - "Succession Planning & planning to succeed [from the bottom up]"
- January 2004 - Article for LISCareer.com
  - "Self-LT&D: Positioning Yourself for Advancement"
  - [http://liscareer.com/david\\_selfltd.htm](http://liscareer.com/david_selfltd.htm)
- December 2003 – Master's Thesis [Advisor: Maureen A. Scott, R.S.M., and Ph.D.]
  - "Practicum : creating a self LT&D program for support staff at DePaul University libraries" [OCLC # 54958628]

## **PRESENTATIONS/WORKSHOPS**

- October 2008 – "Talk the Vote!"
  - <http://www.lisjobs.com/onlineresumes/mdavid/TalkTheVote.pdf>
- October 2008 – Susquehanna Library Cooperative (SLC) annual workshop
  - "Reverse Engineering: Leading Your Users through the Amazon Web Forest"
- June 2004 - Council on Library/Media Technicians (COLT) Annual Conference
  - "Self-Learning, Training & Development (Self-LT&D) for Library Support Staff"
- April 2004 - Reaching Forward Conference for Library Assistants
  - "Self Learning, Training & Development for Library Assistants"
- October 2003 – Voyager/Endeavor Great Lakes User Group Meeting (GLUGM)
  - "The birth, life & death of a book in Voyager"

## **MASTER'S THESIS RELATED POSTER SESSIONS**

- June 2004 - American Library Association (ALA) Annual Conference
- April 2004 - IACRL Annual Conference
- March 2004 - Florida Library Association (FLA) Annual Conference
- October 2003 - Learning Times Library Online Conference (LTLOC) Annual
- October 2003 - Illinois Library Association (ILA) Annual Conference