Samantha Luke

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# Education

**MLIS** Wayne State University Anticipated Completion May 2023

Library Services: Library Systems and Infrastructure

GPA: 4.0

* Access to Information
* Information Technology Project Management
* Introduction to Web Development
* Library Administration and Management
* Organization of Knowledge

**BA** Michigan State University, English Literature May 2020

Minor in Women’s and Gender Studies

GPA: 3.57

* Undergraduate senior thesis, titled “City Slums and the American Myth of Equal Opportunity as Told Through Naturalistic Literature”
* Seminar in Critical Theory
* Readings in Shakespeare

# Work Experience

**Library of Congress**, Washington D.C. September 2022 to December 2022

**Metadata Intern**, Law Library

* Producing metadata for bill digests from the first session of Congress in 1939
* Creating and editing associated text files for each bill
* Attending introductory meetings about the Library of Congress and its various departments
* Reflecting on my experiences at this internship in a course practicum format at Wayne State University

**Michigan State University**, East Lansing MI June 2020 to Present

**Professional Aide**, Reference and Discovery Services

* Triaging MSU Libraries phone and email inquiries to route to correct department
* Assisting patrons with searching for library resources, including searching, viewing, and interpreting MARC record data, local inventory data, and subscription database results
* Tracking inquiry statistics in the LibAnswers platform
* Troubleshooting electronic resource access issues and other technical difficulties
* Performing in-person and remote reference work

**Michigan State University**, East Lansing MI June 2019 to June 2020

**Student Consultant**, Discovery Services

* Answered MSU Library Patrons’ phone inquiries and routed them to the correct department
* Guided callers through non-credit course registration and assisted with course related questions in Desire2Learn
* Recorded the nature of each call in CA Service Desk
* Provided basic requested reference information to patrons over the phone
* Assisted patrons with navigating the library catalog over the phone
* Troubleshooted electronic resource and other library-related technical issues

**Michigan State University**, East Lansing MI May 2018 to March 2020

**Library Assistant**, Fine Arts Library

* Organized and checked-in recently returned library books with Sierra ILS
* Checked materials out to patrons
* Assisted patrons with navigating library spaces and online search interfaces
* Shelf read materials and maintained the general cleanliness of the Fine Arts Library

**Michigan State University**, East Lansing MI October 2017 to May 2018

**Assistant News Director**, IMPACT 89FM

* Produced audio journalism stories for weekly radio news program *The Undercurrent*
* Wrote and recorded researched scripts for each story
* Aided other directors in running team meetings
* Managed social media pages
* Coordinated volunteer contributions
* Interviewed sources both inside and outside of the studio with professional recording equipment

**Michigan State University**, East Lansing MI May 2017 to August 2017

**Summer Staff Reporter,** IMPACT 89FM

* Produced audio journalism stories for weekly radio news program *The Undercurrent*
* Wrote and recorded researched scripts for each story
* Interviewed sources both inside and outside of the studio with professional recording equipment

**Sultan’s Mediterranean Cuisine**, East Lansing MI August 2014 to August 2017

**Server**

* Record each customer’s order and bring them their food in a timely manner
* Engage in attentive and friendly conversations while serving customers
* Occasionally help the host answer the phone and seat customers
* Handle cash and credit card transactions for each table and to go orders
* Clean the restaurant while not busy

# Honors and Awards

**Wayne State University Graduate Professional Scholarship** 2022

**Wayne State University Graduate Professional Scholarship** 2021

**Michigan Association of Broadcasters Student Awards** 2019

First Place Daily Newscast/News Feature for story: *Nassar Scandal*

**Michigan Association of Broadcasters Student Awards** 2018

Honorable Mention Daily Newscast/News Feature for story: *Mosaic*

# Volunteer and Learning Experiences

**Cataloging Mentorship (Informal)**

Michigan State University, East Lansing, MI Spring – Fall 2022

Worked with Autumn Faulkner, a catalog librarian at MSU Libraries, to gain a deeper understanding of cataloging and metadata trends, practices, and ethics, in order to contextualize and expand on my instruction from Wayne State. This included hands-on cataloging demonstrations, discussions of professional bodies and standards, opportunities to explore specific topics in the field, and more.

**MSU Dialogues**

Michigan State University, East Lansing, MI, Spring 2020

A group of students met together weekly over the course of the semester to discuss race together through guided presentations and interactions

**Digital Humanities and Literary Cognition Lab**

Michigan State University, East Lansing, MI, October 2019-May 2020

Research Assistant for the Pleasures of Poetry Reading: the Neuroscience of Literary Enjoyment

**IMPACT89FM**

Michigan State University, East Lansing, MI, October 2016-April 2017

News Team Volunteer

# Computer Skills

**Programming**: HTML, CSS, some XML

**Applications**: Microsoft Suite, Hindenburg, Adobe Indesign

**Platforms**: LibAnswers, Sierra ILS, CA Service Desk