

Jennifer Sharp

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RESEARCH INTERESTS

Public Librarianship, Youth Librarianship, Community Outreach and Involvement, Reference Librarianship, Library Design

EDUCATION

Pursuing MLIS degree, expected graduation Dec 2022 – ANYWHERE UNIVERSITY, Anywhere, USA

BA in English Literature (with Secondary Education minor and 9-12 Certification), May 2015 – ANYWHERE UNIVERSITY, Anywhere, USA

BA in Middle School Education (with Language Arts emphasis and 5-9 Certification), May 2015 – ANYWHERE UNIVERSITY, Anywhere, USA

PROFESSIONAL AND RELATED EXPERIENCE

Youth Services Paraprofessional, Anywhere Library District, Anywhere County, USA, Oct 2018 – Present

- Working alongside other paraprofessionals and librarians to offer story times and many other youth programs, such as Toddler Tunes, Time for Twos, Homeschool Explorers, Globe Trotters, Write On!, and Tweens & Teens Create.
- Promoting the library at community outreach events such as high school registration days, career fairs, school pancake breakfasts, and story times at daycares, preschools, and even grocery stores.
- Answering reference questions and providing reader's advisory services to patrons of all ages and backgrounds.
- Creating and maintaining library displays.
- Serving on Summer Challenge Committee 2020 (including aiding transition to virtual platform due to COVID-19).
- Served on District-wide Staff Development Day Committee 2019.
- Volunteered to serve on Imagine Gala Decorations Committee 2019, largest annual fundraising event of nonprofit Anywhere Library Foundation.
- Taught fishing skills at District-wide Annual How-To Festival 2019 to promote fishing pole rentals available due to library's new partnership with Missouri Department of Conservation. Attended 4-hour course to prepare for teaching fishing classes.

Senior Pharmacy Technician, **Anywhere Pharmacy, Anywhere, USA**, Oct 2011 – Apr 2019

- Proactively assisted pharmacists with processing prescriptions and immunizations, customer service, training fellow staff members, maintaining inventory, resolving insurance complications, and many other responsibilities.

- Problem-solved and multi-tasked in an extremely fast-paced environment.
- Peer tutored many new technicians and mentored two technicians training to become Senior Technicians.
- Developed reputation as “go-to” employee for explaining complicated information in calm, understandable manner to patients and fellow staff; offered one-on-one assistance to customers with using the pharmacy app, text alerts, etc.
- Pursued national Pharmacy Technician certification through PTCB (Pharmacy Technician Certification Board) in 2015, receiving CPhT designation. Certification represents similar amount of education and training to an associate degree. Proactively completed continuing education courses to maintain certification through 2019.

Tutor, **Private Home, Anywhere, USA**, Dec 2015 – May 2016

- Tutored 7th and 10th grade students in home setting. Improved grades by 1-3 letter-grades over a semester.

Student Teacher, **Anywhere Middle School, Anywhere, USA**, Jan – May 2015

- Proactively took on teaching responsibilities, including planning Argumentative Writing unit based on information presented in district-sponsored professional development seminar. Developed lesson plans without benefit of set curriculum.
 - Debate-style presentation of persuasive writing projects improved students’ writing and critical thinking skills.
 - Encouraged use of cell phones, Chrome books, laptops, Google docs, Socratic app, EBSCO databases, Power Point, etc. in classroom to motivate students and empower them to comfortably use technology to enhance their own learning.
 - Prepared students for new computerized standardized testing in order to familiarize them with the types of questions they would be asked, as well as the tools available on the testing software.
 - Collaborated extensively with Special Education teachers for class with 80% students with special needs.
 - Assisted with re-evaluation of IEPs (Individualized Education Programs) by observations and parent/guardian conferences.
- Participated in optional after-school Active Shooter Training professional development workshop.
- Volunteered to assist with school-wide Spelling Bee and chaperoned class field trip to Meramec Caverns.

Work and Learn Student, **Anywhere University Work and Learn Office, Anywhere, USA**, Aug 2009 – Dec 2014

- Operated University Switchboard, ID Station, and Information Desk.
- Performed clerical duties such as filing, auditing student timesheets, training new Work and Learn students, assisting with university check-in and check-out days, and many other responsibilities.
- Volunteered to update and rewrite Student Handbook to make more user-friendly and ease future transition to electronic format.
- Assisted with University-wide conversion to electronic timesheets.
- Assisted with planning and running five annual Anywhere Award Banquets, including

presenting awards to students and introducing guest speaker.

- Received five Anywhere Awards, awarded by Work and Learn Supervisors to top 10% of student workers.

English Grammar Tutor, **Anywhere University, Anywhere, USA**, Aug – Dec 2013

- Tutored struggling classmates in Modern Grammar course several hours per week outside of class.
- Received letter of recommendation from professor due to positive impact of tutoring on students' grades.

E.S.O.L. / Reading Tutor, **Private Home, Anywhere, USA**, May – Aug 2013

- Reached out to fellow student from Anywhere University who had recently moved with her son to Anywhere, USA from a non-English-speaking country; responded to her concerns about her son's academic performance and social skills by offering to tutor him over the summer.
- Tutored young E.S.O.L. student to improve oral expression in English; administered diagnostic reading tests and set specific learning goals centered on vocabulary, pronunciation, and reading fluency.
- Engaged student by using high-interest reading materials, and developed creative learning activities, such as a pretend restaurant, to build confidence in practical, "real life" scenarios.
- Student's mother reported dramatically improved reading grades and more friendships with English-speaking peers.

Camp Counselor, **Anywhere Scout Camp, Anywhere, USA**, June – July 2007, 2008, 2010, and 2011

- Responsible for up to 33 campers ranging from 7-16 years old.
- Collaborated daily with fellow staff members to develop and implement fun, educational activities for campers; taught outdoor skills.
- Mentored, advised, and motivated teenage campers enrolled in eight-week C.I.T. (Counselor-In-Training) program.
- Revised and updated the C.I.T. program over the course of two years to make it more comprehensive and fun, with an improved assessment that celebrated campers' success and showcased their abilities.
- Voted "Best Counselor" by over 70 fellow staff members in 2011.

Practicum Student, **Anywhere Middle School, Anywhere, USA**, Sept – Dec 2011

- Assisted in 6th and 8th grade Language Arts classes; co-taught lessons and worked with small groups; provided scaffolding and mini-lessons for struggling students.
- Co-planned poetry unit; engaged students by using classical music to teach poetic elements.

Sales Associate, **Unnamed Store, Anywhere, USA**, Aug 2008 – May 2010

- Served customers by greeting, anticipating needs, recommending and demonstrating products, and ringing out purchases.
- Maintained inventory and neat store appearance.

- Created attractive and shopper-friendly merchandise displays.

Practicum Student, **Anywhere Elementary School, Anywhere, USA**, Sept – Dec 2009

- Actively participated in 2nd and 4th grade classrooms beyond required observations, including administering tests, leading activities, and providing additional support for small groups.

HONORS / AWARDS

Anywhere University Dean's Honor Roll, Fall 2013, 2014, 2015, and Spring 2015

Anywhere University Anywhere Award, 2010, 2011, 2012, 2013, and 2014

Anywhere, USA Women's Scholarship Award, 2009

Scout Award, 2009