



KATE COLEMAN

LIBRARY PROFESSIONAL
2084 SALINE RD. FENTON MO 63026

SUMMARY

Experienced cataloging, acquisitions and data management professional with over 19 years of experience. I have a passion for cataloging and metadata and strongly believe that management style is an art form.

SKILLS

Microsoft Office Suite, writing and communication skills, customer service and department and project management.

ACCOMPLISHMENTS

Presenter, Missouri Library Association Annual Conference, 2018
Presenter, Evergreen International Conference 2019, 2020
Evergreen Contributor of the Month, November 2019
Graduate of the Dale Carnegie Leadership Institute

EXPERIENCE

TECHNICAL SERVICES SPECIALIST • JEFFERSON COUNTY LIBRARY • AUG 2002-PRESENT

Manages technical services department and works closely with administrators and branch staff regarding cataloging, acquisitions, collection management and statistical and data management. Runs district meetings, vendor meetings and coordinates helpdesk issues.

EDUCATION

- BACHELOR OF SCIENCE IN BUSINESS MANAGEMENT • AUG 2018
• UNIVERSITY OF MISSOURI-ST. LOUIS
- MASTER OF LIBRARY AND INFORMATION SCIENCE • PROJECTED GRADUATION: JUNE 2020 • UNIVERSITY OF MISSOURI-COLUMBIA

LEADERSHIP

- Cataloging Committee chairperson and Executive Board member for state-wide library consortium
- Cataloging Working Group Organizing Committee for international open-source ILS, the Evergreen Project
- Project manager for establishing and implementing authority control in state-wide library consortium
- Active member of MLA's Technical Services Community of Interest
- Onboarding and cataloging training for incoming consortium members



[EMAIL](#)



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[LINKEDIN](#)