

# Stephanie S. Desjardins

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## Professional Summary

Experienced information professional with knowledge in library science, archives, and data management. Adept at digital and physical cataloging, metadata creation, research services, and project management. Passionate about organizing and preserving historical materials, leading data initiatives, and improving accessibility to information resources. Skilled in leveraging technology to enhance library and archival collections.

## Skills & Competencies

Library operations and collection management  
Archival processing and organization  
Metadata creation (MARC, Dublin Core, controlled vocabularies)  
Digital and physical cataloging  
Data management and process standardization  
Research assistance and reference services  
Database and records management  
Independent and remote work efficiency  
Stakeholder collaboration and training  
Microsoft Office Suite

## Education

### Drexel University

Master of Science in Information, Library & Information Science (Expected Fall 2026)

### University of New Hampshire

Bachelor of Arts in English, 2009

Bachelor of Arts in History, 2009

### Gonville and Caius College, University of Cambridge

Study Abroad Program, 2007

## Professional Experience

### The Masonic Library & Museum of Pennsylvania

*Librarian (June 2024 – Present)*

- Manage library operations, including circulation, preservation, and acquisitions.
- Conduct research for genealogical inquiries and historical research requests.

- Process and catalog new library materials using MARC and Dublin Core metadata standards.
- Lead digital archive projects, ensuring historical materials are preserved and accessible.

### **The Masonic Library & Museum of Pennsylvania**

*Library and Museum Associate (May 2022 – May 2024)*

- Assisted with cataloging and metadata creation for rare books and special collections.
- Provided research support to patrons and internal departments.
- Contributed to the digitization and preservation of historical documents.

### **Di Bruno Brother's**

*Data Organization & Management Consultant (August 2021 – January 2022)*

- Managed the integration of a new software system, ensuring seamless data migration.
- Developed standardized data entry processes to enhance efficiency and accuracy.
- Collaborated with finance and operations teams to reconcile and organize financial data.

### **University of Pennsylvania, Center for Cellular Immunotherapies**

*Data Management Team Lead; Sr. Clinical Research Data Specialist (March 2017 – May 2021)*

- Led data management processes for multiple clinical trials, ensuring high-quality data integrity.
- Standardized and documented all data management workflows, increasing efficiency and reducing errors.
- Collaborated with leadership and vendors to implement and optimize data management systems.
- Provided project oversight, tracking progress and addressing issues proactively.
- Participated in the selection and testing of new clinical databases.

*Clinical Data Manager (August 2015 – February 2017)*

- Managed overall data implementation for assigned studies (10-20 studies in various stages). Study Management, building the study database, forms, and data entry/management documents, trainings
- Collaborated with team members and vendors to track progress, resolve problems, and ensure data integrity.

### **American College of Radiology Imaging Network (ECOG-ACRIN)**

*Research Associate (August 2012 – August 2015)*

- Oversaw data management for NCI clinical trials, ensuring compliance and accuracy.
- Coordinated with research teams and vendors to streamline study data processes.
- Co-authored research publications analyzing trial data outcomes.

*Data Associate (September 2010 – September 2011); Associate II (September 2011 – August 2012)*

- Data Management support, including data entry, data cleaning, provided metrics on data trends/activity, and assisted & supported lead Data Managers with day-to-day needs.

## **Certifications & Affiliations**

Member, American Library Association

Curator's Toolkit, The Rosenbach Library and Museum, Fall 2022

Volunteer, The Physick House, American Red Cross, The Union League of Philadelphia

## **Publications**

Co-authored publication: 'Association of Coronary Artery Calcification and Mortality in the National Lung Screening Trial'; Radiology Magazine, 2015.

Co-authored publication: 'CRISPR-engineered T cells in patients with refractory cancer'; Science, 2020.