

ANNA NEWMAN

EXPERIENCE

Librarian for Digital Academic Strategies, Worcester Polytechnic Institute, Worcester, MA | 2018–present

- Lead BU Libraries' efforts to implement researcher information system Symplectic Elements in collaboration with Provost's Office and Information Systems & Technology

Open Access Specialist, Digital Scholarship Services, Boston University, Boston, MA | 2016–2018

- Led BU Libraries' efforts to implement researcher information system Symplectic Elements in collaboration with Provost's Office and Information Systems & Technology
- Provided ongoing user support for publication profile curation, metadata quality, and open access article deposits to the institutional repository
- Established workflows and processes to encourage compliance with open access policy
- Coordinated outreach events and programming to encourage community conversation on open access issues, including Open Access Week, OpenCon Boston, Open Meetup series, and open textbook workshops
- Assisted with digital scholarship workshops/training series, acquiring knowledge of digital scholarship technologies in support of departmental needs
- Served as resource for open access and author rights questions arising in the course of digitization, digital publishing, and digital scholarship efforts
- Served on planning committee for Teaching with Technology Festival

Research Data Manager Intern, Harvard Medical School, Boston, MA | 2016

- Conducted outreach interviews with researchers to identify data management needs
- Created database for storing interview data and established data entry workflows
- Prepared best practice recommendations and online presence for data management services

Digital Contractor, Digital Services, Boston Public Library, Boston, MA | 2015–2016

- Created MODS metadata records for photographic collections in Digital Commonwealth
- Implemented metadata standards to improve discoverability of digital collections

Thesis Processor, Massachusetts Institute of Technology, Cambridge, MA | 2015–2016

- Administered processing workflow for print and electronic theses
- Assisted with inventory control and preservation tasks for archival digitization projects

Project Assistant, Harvard University Libraries, Cambridge, MA | 2015

- Managed collection of journal subscription data from Aleph ILS in support of research study
- Executed data cleaning techniques to ensure quality of data sets
- Liaised with electronic resources librarians to collect electronic journal subscription data

Cataloging Intern, American Archive of Public Broadcasting/WGBH, Boston, MA | 2015

- Created PBCore metadata records to improve discoverability of moving image/audio assets

Production Coordinator, Deerfield Academy Communications Office, Deerfield, MA | 2010–2014

- Coordinated workflows, schedules, and resources for communications projects
- Improved departmental productivity through implementation of project management system
- Created and maintained project documentation to ensure alignment to strategic objectives
- Served as project manager for website redesign using WordPress CMS, improving the Academy's web presence and user experience

EDUCATION

M.S. in Library and Information Science, Simmons College, Boston, MA, 2016

B.A. in Italian Language and Literature, Smith College, Northampton, MA, 2009
minor in Spanish, summa cum laude

VOLUNTEER EXPERIENCE

Committee Member, Sojourner Truth Memorial Committee, Florence, MA | 2013–present

- Promote committee's scholarship and educational programs on website and social media
- Coordinated the production and promotion of online walking tour project for the African American Heritage Trail

AWARDS

- Society for Scholarly Publishing 2015 Travel Grant
- ACRL New England Conference 2015 Travel Grant
- FORCE2016 Travel Fellowship
- NEASIST 2016 Travel Award

SKILLS

Technology: Adobe Creative Suite, Asana, BaseCamp, Benchmark, DSpace, FileMaker Pro, GitHub, HTML/CSS, Microsoft Office, Movable Type, Omeka, OpenRefine, Python (basic), RefWorks, social media (Facebook, Twitter, Flickr), Symplectic Elements, Trello, WordPress, Wrike, XML, Zotero

Foreign Languages: fluent Italian, intermediate Spanish, conversational French