

# Claire Cahoon

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## EDUCATION

University of North Carolina, Chapel Hill  
Master of Science in Information Science

Expected May 2020

Ithaca College, Ithaca, NY  
Bachelor of Arts in English, graduated with honors  
Minors: Web Programming, Art History  
Magna cum laude

May 2018

## EXPERIENCE

**Carolina Academic Library Associate (CALA), UNC Chapel Hill, UNC University Libraries**

*Digital Research Services*

Aug. 2018 – Present

- Serve as project manager for the Humanities Collaborative of North Carolina (DHC-NC)
- Plan and coordinate the North Carolina Digital Humanities Institute unconference events
- Develop and teach workshops related to digital humanities and digital pedagogy
- Supervise and collaborate with a student intern to create content for the website and blog
- Support Tableau, Python, and Excel workshops in the Davis Library Research Hub

*Research and Instructional Services*

Aug. 2018 – Present

- Teach ENGL 105 library sessions covering information literacy and research skills
- Respond to patron requests and virtual chat questions at the Davis Library reference desk
- Collaborate with liaison librarians to provide instruction and consultation support for UNC courses
- Co-facilitate the Digital Pedagogy Community of Practice for University Libraries
- Conducted comprehensive collections assessment for the Carolina Center for Jewish Studies

*User Experience and Assessment*

May – Aug. 2019

- Conducted a feasibility assessment of Matomo as an open source web analytics platform
- Completed an environmental scan of the current use of Google Analytics and Matomo
- Mapped library priorities and desired functionality to Matomo to explore switching platforms

**Orange and Durham County Public Libraries**

Sept. 2018 – Present

*Community Workshop Series Volunteer*

- Co-lead individual workshops on technical skills in public libraries to a diverse set of patrons
- Assist students one-on-one with information literacy skills taught during lessons
- Provide feedback to instructors on lesson plans and learning goals

**UNC Chapel Hill, Department of American Studies**

Jan. – May 2019

*Graduate Research Assistant, American Studies 715 – Community Histories and Public Humanities*

- Taught Scalar and project management skills in class and worked individually with students
- Collaborated with instructors to establish learning goals focused on both digital and analog skills
- Planned, implemented, and published a collaborative Scalar site

**Duke University Libraries, Software Services Department**

May – Aug. 2019

*Digital Exhibits Field Experience*

- Built an inventory of Duke Library's digital exhibits from the past 15 years
- Migrated selected Omeka 1 exhibits to Omeka 2
- Collaborated with stakeholders to preserve exhibit content and update formatting
- Developed documentation for the migration process and exhibit creation in Omeka

**Ithaca College Information Technology (IT), Ithaca College**

*Student Coordinator Assistant*

Jan. 2016 – May 2018

- Provided administrative and logistical support for student managers and the Coordinator of Student Employment
- Maintained schedules, applications, and training for 100 student staff members in 10 departments
- Facilitated workshops on web programming and professional development for student staff members
- Provided general support for software, hardware, printing, scanning, and network issues

## Library of Congress, U.S. Copyright Office, Washington, D.C.

*Junior Fellow*

June – Aug. 2017

- Organized over 2000 artifacts from the Copyright Archives from the late 19th and early 20th centuries
- Conducted preliminary research on items of historical significance
- Presented findings through a table display and an entry on the “Copyright: Creativity at Work” blog

## PRESENTATIONS AND RESEARCH

“Lowering the Barrier of Entry: Developing an Online Self-Guided Learning Module for an Information Technology Competency Test,” Faculty Advisor: Casey Rawson. Master’s paper for the M.S. in I.S. degree (Forthcoming, April 2020)

“Dungeon Master’s Guide: Collaborative Goal-Setting for Mentors, Supervisors, and Supervisees,” Co-presenters: Jason Casden, Christina Cortland, and Sarah Morris. The Library Collective, Knoxville, TN (Forthcoming, March 2020)

“Planting the Seed: How to Teach Yourself Digital Tools” Bucknell University Digital Scholarship Conference, Lewisburg, PA (October 2019)

“Building Bridges: The Triangle Digital Humanities Network as a Model for Navigating Inter-Institutional Collaboration” Code4Lib Southeast, Raleigh, NC (May 2019)

“From Product to Process: Creating Student-Centered Learning Objectives for Digital Projects,” Co-presenter: Sarah Morris. Triangle Digital Humanities Institute on Digital Pedagogy, Durham, NC (March 2019)

"Artificial Eloquence: Computer-Based Analysis of Human and Robotic Dialogue in Classic Science Fiction," Faculty Advisors: Katherine Kittredge, John Barr. International Association for the Fantastic in the Arts Conference, Orlando, FL (March 2018)

## MEMBERSHIPS AND ORGANIZATIONS

**American Library Association (ALA)**

Sept. 2018 – Present

**North Carolina Library Association (NCLA)**

Sept. 2018 – Present

**Student Chapter of the American Library Association, UNC Chapel Hill (SCALA)**

Sept. 2018 – Present

**Information and Library Science Student Association (ILSSA)**

Sept. 2018 – Present

*Secretary and Technical Coordinator*

Jan. 2019 – Present

- Redesign, manage and update the ILSSA website in Wordpress
- Keep records of ILSSA meetings, events, and other documentation

**Librarian’s Association at UNC Chapel Hill (LAUNC-CH)**

Sept. 2018 – Present

*Program Committee*

Sept. 2018 – Present

- Organize LAUNC-CH programs and events

**Books "Thru" Bars, Ithaca College**

*Librarian*

Sept. 2014 – May 2018

- Coordinated events to mail books to people in prison; managed book circulation at events
- Created a Google Sheets inventory for over 500 books stored in the ICBTB library
- Organized semi-annual events for the club to sort and document donated books

**Ithaca College Women in Computing, Ithaca College**

Sept. 2015 – May 2018

- Participated in discussions and attended speakers concerning women in the field of technology

## HONORS AND AWARDS

**UNC Chapel Hill**

ALA Annual Conference Student to Staff Participant, LITA Division

June 2019

**Ithaca College**

Ithaca College Whalen Symposium - Humanities and Sciences Presentation Award

April 2018

Peggy R. Williams Award for Academic and Community Leadership

Feb. 2018

## SKILLS

**Programming:** HTML, CSS, Java, JavaScript, PHP, Python, SQL

**Project Management:** Trello, Slack, Asana, Basecamp, kanban, Excel, Office 365, Google Suite

**Digital Tools:** LibGuides, Scalar, Wordpress, Omeka; basic knowledge of: git, Github, StoryMaps, R, Tableau