

# Claire Cahoon

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## EDUCATION

University of North Carolina, Chapel Hill	Expected May 2020
Master of Science in Information Science	
Ithaca College, Ithaca, NY	May 2018
Bachelor of Arts in English, graduated with honors	
Minors: Web Programming, Art History	
GPA: 3.87, Dean's List: Spring 2015, Fall 2015, Spring 2016, Spring 2017, Fall 2017	
Magna cum laude	

## HONORS AND AWARDS

UNC Chapel Hill	
Carolina Academic Library Associate	August 2018 - present
ALA Student to Staff Participant	June 2019
Ithaca College	
G. Ferris Cronkite Scholarship	Aug. 2016 - May 2018
Sigma Tau Delta, English Honor Society	Oct. 2016 - May 2018
Ithaca College Whalen Symposium - Humanities and Sciences Presentation Award	April 2018
Peggy R. Williams Award for Academic and Community Leadership	Feb. 2018
Ithaca College Whalen Symposium - Humanities and Sciences Poster Award	April 2017

## EXPERIENCE

Carolina Academic Library Associate (CALA), UNC Chapel Hill, UNC University Libraries	
Research and Instructional Services	August 2018 – Current
<ul style="list-style-type: none"><li>Co-facilitate the Digital Pedagogy Community of Practice for University Libraries</li><li>Teach ENGL 105 introductory library sessions</li><li>Respond to patron requests and virtual chat questions at the Davis Library reference desk</li><li>Collaborate with liaison librarians to provide support for UNC courses</li><li>Conducted comprehensive collections assessment for the Carolina Center for Jewish Studies</li></ul>	
Digital Research Services	August 2018 – Current
<ul style="list-style-type: none"><li>Serve as project manager for the Triangle Digital Humanities Network (TDHN)</li><li>Write articles, interviews, and other content for the TDHN website</li><li>Maintain the TDHN website, calendar of events, and weekly communications</li><li>Develop and teach workshops related to digital humanities and digital pedagogy skills</li></ul>	
UNC Chapel Hill, Department of American Studies	January 2018 - Current
Graduate Research Assistant, American Studies 840 – “Excavating the Asylum Archive”	
<ul style="list-style-type: none"><li>Plan, implement, and publish a collaborative Scalar site</li><li>Collaborate with instructors to establish learning goals that focus on both digital and analog skills</li><li>Mentor students in the course and provide project guidance one-to-one</li></ul>	
Orange and Durham County Public Libraries	Sept. 2018 - Current
Community Workshop Series Volunteer	
<ul style="list-style-type: none"><li>Co-lead individual workshops on technical skills in public libraries to a range of patrons</li><li>Assist students with one-on-one with skills taught during lessons</li><li>Provide feedback on lesson plans and learning goals</li></ul>	
Duke University, Library Software Services Department	May – August 2019
Digital Exhibits Intern	
<ul style="list-style-type: none"><li>Build an inventory of Duke Library’s digital exhibits from the past 15 years</li><li>Develop documentation for the process of migrating digital exhibits in legacy platforms into Omeka 2</li></ul>	

- Begin the process of manually migrating projects into the Omeka 2
- Collaborate with stakeholders to preserve exhibit content and update formatting

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

### *Student Coordinator Assistant*

Jan. 2016 – May 2018

- Provide administrative and logistical support for the Coordinator of Student Employment and Student Managers
- Maintain schedules, applications, and training for 100 Student-Staff in 10 departments
- Facilitate workshops concerning web programming and professional development for Student-Staff

### *Lab Consultant*

Jan. 2015 – May 2017

- Supervise computer labs on campus in academic buildings and library
- Provide general support for software, hardware, printing, scanning, and network issues
- Responsible for the overall upkeep, security and maintenance of computer labs

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

### *Junior Fellow*

Summer 2017

- Organized over 2000 artifacts from the Copyright Archives from the late 19th and early 20th century
- Conducted preliminary research on items of historical significance
- Helped facilitate a public display of historical and information copyright material
- Presented findings through a table display and a blog post

## **MEMBERSHIPS AND ORGANIZATIONS**

### **American Library Association (ALA)**

#### *Student-to Staff Program Participant*

Sept. 2018 – Current

June 2019

### **North Carolina Library Association (NCLA)**

Sept. 2018 - Current

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

Sept. 2018 - Current

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

Sept. 2018 – Current

#### *Secretary and Technical Coordinator*

Jan. 2019 – Current

- 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 – Current

#### *Program Committee*

Sept. 2018 – Current

- Organize LAUNC-CH programs and events
- Advertise to and liaison with students in the Library and Information Science school

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

#### *Librarian*

Sept. 2014 – May 2018

- Coordinated events to mail books to people in prison and manage book circulation at events
- Created an Excel database for over 500 books stored in the ICBTB library
- Organize semi-annual events for the club to sort and document donated books

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

Sept. 2015 - Present

## **PRESENTATIONS AND RESEARCH**

"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)

"Parsing Personality: Using Data Analysis to Interpret Different Points of View in a Literary Text," Faculty Advisors: Toby Dragon, Derek Adams. *Ithaca College Whalen Symposium*, Ithaca, NY (April 2017)

"A Search for Recognition: Merging Postcolonial and Feminist Readings of James Joyce's 'The Dead'," Faculty Advisor: Jennifer Spitzer. *National Conference for Undergraduate Research*, Asheville, NC (April 2016)

## **SKILLS**

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

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

**Digital Tools:** LibGuides, Scalar, WordPress; basic knowledge of ARCGIS, Tableau, 3D printing, git