

# Diamond Alexander

---

San Diego, CA • 202-570-4211 • diamondlib@protonmail.com • diamondalexander.com

## Education

---

**MLIS** – University of Denver  
*Denver, CO*

Expected: June 2024

- **Specializations:** Information Technology & Digital Libraries; Archives & Records Management
- **Relevant Coursework:** Web Content Management; Database Management; Digital Libraries; Metadata Architectures; Cataloging & Classification; Database Searching; Library & Information Technologies; Engaging Disabled & Neurodiverse Communities

**MA** – University of Colorado, Boulder  
*Boulder, CO*

August 2019

- **Degree:** Strategic Communication Design
- **Relevant Coursework:** Critical Making (web & emerging technologies); Brand Design; User Experience Design

## Relevant Professional Experience

---

**Digital Technologies MLIS Intern**

April 2024–Present

*San Diego State University · San Diego, CA*

Collaborating with faculty librarians on electronic resource, digital technology, and linked data projects at the University's Love Library

- Developing electronic resource inclusion policies for improved user access & discovery
- Customizing the A-Z Database List interface using CSS & built-in configurations
- Updating Resource Recommender import profiles in Alma
- Prototyping a Wikidata API-based demonstration app for updated campus wayfinding tool

**DEI Land History Research Assistant (contract)**

April 2024–Present

*Land Trust Alliance · Remote*

Providing reparative & social justice-based research and analysis for leading nature conservation organization

- Researching electronic resource authorship to establish community-based representation
- Analyzing resources for content alignment with The Alliance's DEI-focused mission & values
- Annotating resource records with content advisories & contextual guidance

**Web Designer & Digital Strategist (contract)**

May 2020–February 2024

*Buoy · Remote*

Led website & digital technology projects for an integrated marketing agency, supporting non-profit & justice-oriented organizations to look their best and communicate effectively online

# Diamond Alexander

---

San Diego, CA • 619-962-3540 • diamondalexander@protonmail.com • diamondalexander.com

- Designed and developed marketing, educational, and event websites for non-profit organizations
- Coded custom solutions for directory websites and recruiting pages
- Created print assets such as annual reports, event booklets, and window clings
- Crafted brand identity assets such as logos, business cards, and style guides

## **Content Migration Assistant (contract)**

November 2022–February 2023

*Land Trust Alliance · Remote*

Managed metadata and user access for electronic resources within member library platform for leading nature conservation organization

- Created metadata & descriptive summaries for print and electronic resources
- Managed & applied electronic resource access for different membership levels
- Reformatted desktop documents into online learning resources using Storyblok CMS

## **Product Designer (full-time)**

August 2021–March 2022

*TalentReef · Denver, CO*

Led user experience design, user interface design, and third-party integration efforts on cross-functional teams at enterprise HR software company

- Wireframed, prototyped, and tested designs for high-volume job application workflow
- Created decision maps, user workflows, and prototypes for CCPA user privacy feature
- Coordinated with third-party vendors, like Indeed, for in-app integrations
- Conducted user surveys, interviews, and on-site field study research
- Facilitated and led design meetings, workshops, and presentations with stakeholders
- Developed company-wide documentation for accessible/inclusive terminology and tone
- Established field study documentation system and metadata policies
- Implemented team-wide protocols for improved designer handoff to engineers

## **Specialist, Experience Designer (full-time)**

February–August 2021

*KPMG · San Diego, CA/Remote*

Consulted on user experience & instructional design at “Big 4” tax firm

- Created web-based training courses in Storyline 360 for large healthcare system’s LMS
- Designed style guides, templates, and reusable design components
- Led workshop discussions on UX accessibility and human-centered design principles

## **Product Designer (full-time & contract)**

January–August 2020

*AdvicePay · Bozeman, MT/Remote*

Led software application user experience and research activities for a financial planning startup

- Conducted virtual & in-person observation usability tests and user interviews
- Collaborated with cross-functional team to improve transactional email user experience
- Created user flows, user journeys, wireframes, mockups, and high-fidelity prototypes

# Diamond Alexander

---

San Diego, CA • 619-962-3540 • diamondalexander@protonmail.com • diamondalexander.com

- Redesigned key user features to reduce support tickets and abandoned subscriptions
- Managed project tasks from ticket creation through hi-fidelity mockup and prototyping
- Established UX copywriting communication strategy to reduce email spam rates

## Front-End Development/UX Design Apprentice

September–November 2019

*Viget · Falls Church, VA*

Apprenticed in web development & product design for 10 weeks at award-winning digital agency

- Collaborated on cross-functional team to conduct user research and testing
- Developed high-fidelity prototype for a meditation app using ProtoPie
- Contributed production-level code to app landing page and Viget's Careers page

## Metadata & Digitization Assistant (temporary)

April–June 2018

*University of Denver, Denver, CO*

- Transcribed discharge papers, correspondence, administrative records, and patient records for Colorado history collection
- Assigned item-level metadata for records in ArchivesSpace

## Scholarly and Creative Activities

---

### Cal State University Wikidata Building Project

April 2024–Present

*San Diego State University · Hybrid*

Adding and enhancing campus building Wikidata pages as part of systemwide working group

- Utilizing facility data to add new building items and enhance existing items on Wikidata.org
- Contributing new properties & use-case definitions to project's data model documentation
- Adapting Wikidata information for campus wayfinding app via Wikidata API
- Collaborating with the Cataloging & Metadata Librarian to develop new linked data uses for buildings' location metadata

### CollectionBuilder LIS Student Cohort

January–April 2024

*CollectionBuilder · Remote*

Created a women's bowling digital exhibit as part of IMLS-grant funded cohort led by the University of Idaho's Center for Digital Inquiry and Learning

- Deployed a digital collection using Jekyll-based digital framework and GitHub Pages
- Created and managed Dublin Core-based metadata records
- Customized the collection user interface using Bootstrap 5 components and Liquid
- Contributed technical documentation to the CollectionBuilder blog

# Diamond Alexander

---

San Diego, CA • 619-962-3540 • diamondalexander@protonmail.com • diamondalexander.com

## Omeka Digital Collection Exhibit

March–June 2023

*Graduate Project · Remote*

Led development of metadata standards and records creation as Metadata Architect for a digital collection focused on the intersection of women artists and national parks in the United States

- Coordinated metadata record creation activities for team of 4
- Established Dublin Core-based metadata schema and controlled vocabulary guidelines
- Implemented HTML customization in Omeka
- Supported team poster design and class presentation

## Children's Library Cataloging Project

June–September 2017

*Ricks Center Primary School Library · Denver, CO*

- Scanned and catalogued 100+ children's books and materials using Booksource
- Designed cataloguing workflow under supervision of school library consultant
- Organized books and materials by subject for easy retrieval by students
- Prepared space for student-led checkout process

## Skills and Technology Experience

---

### LIS Skills

metadata architecture & management; digital collection building; digital object curation; digitization; digital preservation; print-to-web data migration; database searching

### Design & Research Skills

information architecture; low-to-high fidelity mockups; prototyping; human-centered design activities (user stories development, user journeys, card sorting, affinity exercises); user research (surveys, interviews, testing); competitive analysis; data visualization

### Technologies:

HTML/CSS/basic JS; JSON; Git/GitHub; static site generation (Jekyll, Eleventy); Omeka (hosted); LibGuides; content management systems (WordPress, Storyblok, LibApps); user interface frameworks (Bootstrap, Material); Figma; collaboration tools (Slack, Teams, Confluence, Zoom, Notion); RDF/XML; SPARQL; knowledge databases/graphs (Neo4j, Cypher)

## Continuing Education

---

### Academic Applications of AI (AAAI) Micro-Certification

April 2024–Present

Successful completion of the course enables participants to:

- Articulate how language-based and image-based generative AI tools work and how to differentiate them from one another

# Diamond Alexander

---

San Diego, CA • 619-962-3540 • diamondalexander@protonmail.com • diamondalexander.com

- Create a plan for improving awareness of bias, privacy, and ethical concerns inherent in using these tools
- Understand what popular AI tools are available and how to curate a set of tools for academic work
- Query generative AI tools more effectively by iteratively refining prompts

## Additional Training

- ExLibris: Alma Essentials
- Springshare: LibGuides Best Practices; Resource Icons for A-Z List

## Honors and Awards

---

- Morgridge College of Education Dean's Scholarship, 2017 & 2023
- KPMG Advisory Associate Team Case Study Winner, 2021
- University of Colorado New Venture Challenge Semi-Finalist, 2018
- Dimchevsky Scholarship, 2017
- Oklahoma State University President's Honor Roll (4.0 GPA), Summer 2013 & Fall 2014
- Carol D. Morsani Endowed Scholarship, 2013
- Alpha Phi Alpha Fraternity Outstanding Community Service Award, 2010
- Cal Alumni Leadership Scholarship

## Volunteer and Committee Experience

---

- KPMG Women of Design Programming Committee Member, 2021
- TalentReef Women's History Month Planning Committee, 2021
- Generation Exchange – Older Adult Tech Support, 2018-2019
- Association on Higher Education and Disability – AHG Conference Volunteer, 2018
- MetroCaring Hunger Relief Food Bank Volunteer, 2019
- College of Education Student Association Secretary, 2017-2018
- ASIS&T DU Chapter Vice-Chair, 2018
- Storehouse Food Bank Volunteer, 2013-2014
- San Diego Rescue Mission, 2010-2016

## Professional Memberships

---

- American Library Association, 2024
- Association of College and Research Libraries, 2024
- California Library Association, 2024
- Rocky Mountain Special Library Association, 2018