

EMILY SCHMIDT

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EDUCATION

- MSLIS** PRATT INSTITUTE, SCHOOL OF INFORMATION | New York, NY | Graduated May 2021
Master of Science in Library and Information Science, with Distinction
- BA** WESLEYAN UNIVERSITY | Middletown, CT | Graduated May 2010
Bachelor of Arts in American Studies, concentration in Urban Studies
Honors: Phi Beta Kappa (2010); Dean's List (every semester)
3rd year: New York/Paris Program, Columbia University Graduate School of Architecture, Planning & Preservation

LIBRARY EXPERIENCE

LIBRARY, NEW YORK SCHOOL OF INTERIOR DESIGN | Librarian | August 2021 - April 2022 | New York, NY
Managed the day-to-day operations of the library's public services—including overseeing circulation (Aleph ILS) and hiring, training, and supervising ten student library assistants—and coordinated technical services, including cataloging and database maintenance. Responded to reference questions virtually (email and chat), by phone, and in person. Taught course-based instruction sessions, managed two materials libraries, and contributed to collection development (selecting both print materials and electronic resources), collection maintenance, acquisitions, library policymaking, and more.

NEWMAN LIBRARY, BARUCH COLLEGE (CUNY) | Library Assistant | February 2020 - August 2021 | New York, NY
Provided key support for Access Services by serving patrons at the circulation desk; circulating library materials (Aleph/Alma ILS); managing and updating patron records; sorting and shelving books by LCC; shelf-reading collections; and answering questions about library services and policies for the college's busy sole library.

WATSON LIBRARY, METROPOLITAN MUSEUM OF ART | Library Fellow | September 2020 - May 2021 | New York, NY
Contributed to projects across the library, including linking previously unpublished exhibition photography in the DAMS with the bibliographic records of digitized catalogs; conducting research for a new Index of African American Artists; adding metadata to library webpages; updating patron records (Sierra ILS); and supporting social media content.

OTHER PROFESSIONAL EXPERIENCE

U.S. CENSUS BUREAU | Enumerator | August - October 2020 | Brooklyn, NY
Visited households door-to-door to conduct in-person interviews for the 2020 Census, resolving difficult-to-close cases.

THE ARCHITECTURAL LEAGUE OF NEW YORK | July 2014 - July 2019 | New York, NY
October 2015 - July 2019 | Manager, Housing Initiatives
Developed and managed, from concept to implementation, more than two dozen public events and programs focused on the intersection of design, policy, and politics in housing. Served also as a Contributing Editor for the League's online magazine *Urban Omnibus*, authoring nearly 20 articles and commissioning and editing articles regularly.
July 2014 - October 2015 | Senior Editor, Digital Media
Conceived of and published new content, conducted interviews, wrote articles, and produced videos for the League's two websites.

buildingcommunity WORKSHOP | Planning Associate & Project Manager | July 2011 - July 2014 | Dallas, TX
Oversaw projects for the community design center using public outreach and engagement, research, mapping, storytelling, and other tools for community advocacy. Created Dallas's first comprehensive neighborhood map and established and secured funding for a program using data and spatial analysis to assist social service providers in informed decision-making. Supervised four people.

WRITING PROGRAMS, WESLEYAN UNIVERSITY | Ford Fellow | August 2010 - June 2011 | Middletown, CT
Awarded a competitive teaching fellowship to oversee the university's Writing Workshop and to plan and promote writing events. Responsible for training and supervising over 100 undergraduate writing tutors, conducting individual tutoring sessions, and editing student writing (including intensive work on an MA thesis in anthropology and BA thesis in sociology).

NORTH STUDIO, WESLEYAN UNIVERSITY | Outreach Intern | October 2010 - June 2011 | Middletown, CT
Designed and produced a 50-page project booklet, conducted research, assisted with RFP production, and oversaw outreach and mailings for potential clients for the university's award-winning design-build collaborative.

ARCHITECTURE I, WESLEYAN UNIVERSITY | Teaching Apprentice | January 2010 - May 2010 | Middletown, CT
Guided students, both in and out of class hours, and assisted the professor for the intensive introductory studio course.

WESLEYAN OFFICE OF ADMISSIONS | Senior Interviewer | September 2009 - May 2010 | Middletown, CT
Interviewed and evaluated over 60 prospective students for the admissions office and led group campus tours.

RELEVANT VOLUNTEER EXPERIENCE

PRISON LIBRARY SUPPORT NETWORK | Reference Volunteer | October 2021 - Present
Respond to research questions from incarcerated people as part of PLSN's reference-by-mail program.

BROOKLYN PUBLIC LIBRARY | Citizenship Exam Coach | November 2017 - August 2019 | Brooklyn, NY
Developed lesson plans for and led a weekly two-hour prep group for the U.S. naturalization exam, teaching civics, writing, reading, and interview skills.

HOUSING WORKS BOOKSTORE CAFE | Bookstore Sales and Inventory | October 2017 - January 2020 | New York, NY
Assisted patrons, priced and shelved books, operated register, and staffed public events during a weekly four-hour shift.

SELECTED PUBLICATIONS

Schmidt, Emily, and Rosalie Geneviro. "Calling All Architects: New Approaches to Old Housing." *AD: Housing as Intervention: Architecture towards Social Equity*, edited by Karen Kubey, vol. 88, no. 4, John Wiley & Sons, Ltd., 2018, pp. 38-47.

Schmidt, Emily. "The Bible and the Billionaire." *Urban Omnibus*, 23 August 2017, urbanomnibus.net/2017/08/the-bible-and-the-billionaire.

Schmidt, Emily. "Typecast: The Row House." *Urban Omnibus*, 13 April 2016, urbanomnibus.net/2016/04/typecast-the-row-house.

Brown, Brent A., and Emily Schmidt. "Amplifying Community Voice: Neighborhood Identity Development." *Public Interest Design Practice Guidebook: SEED Methodology, Case Studies, and Critical Issues*, edited by Lisa M. Abendroth and Bryan Bell, Routledge Taylor & Francis Group, 2015, pp. 129-132.

Schmidt, Emily. "The Floating Library." *Urban Omnibus*, 01 October 2014, urbanomnibus.net/2014/10/the-floating-library.

PROFESSIONAL SKILLS

DIGITAL Adobe Bridge, Illustrator, InDesign, Photoshop, Premiere Pro | Camtasia | Google Analytics | Google Suite | HTML/CSS | Microsoft Office | OpenRefine | Project management: Asana, Basecamp, Slack, Trello | SQL (basic) | Python (basic) | WordPress | Zotero

LIBRARY ArchivesSpace (basic) | Ex Libris Aleph/Alma ILS | ILLiad | OCLC Connexion | Springshare LibAnswers, LibChat, LibGuides

LANGUAGE Spanish (reading: intermediate, writing and conversation: elementary)