

# Hannah Fountain

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HANNAHFUENTE@GMAIL.COM  
760.638.3381

## Education

### UNIVERSITY OF TENNESSEE; KNOXVILLE, TN

M.S. INFORMATION SCIENCES, JANUARY 2021 - PRESENT

Thesis: *Digital Inclusion in the LIS Literature: An Intersectional Content Analysis*

Thesis Committee: Dr. Brian Dobreski (Chair), Dr. Peiling Wang, Dr. Vandana Singh

### STEPHENS COLLEGE; COLUMBIA, MO

B.S. BIOLOGY; MINORS: ART HISTORY & GENDER STUDIES, AUGUST 2013 - MAY 2017

Stephens College Full-Tuition Scholarship for Academic Potential (2013)

Sarah Jane Johnson Award for Outstanding Senior Student of Gender Studies (2017)

## Experience

### GRADUATE TEACHING ASSISTANT - OFFICE OF INFORMATION TECHNOLOGY

UNIVERSITY OF TENNESSEE - KNOXVILLE; KNOXVILLE, TN JANUARY 2022 - PRESENT

Support learning technologies by creating instructional content (videos, asynchronous courses, written guides). Consult with faculty and graduate students in using teaching and learning technologies. Train instructors on the use of classroom technology. Update OIT Knowledge Base and WordPress webpages and create new tech resources based on user feedback and reports.

### GRADUATE STUDENT LIBRARY ASSISTANT - METADATA

JOHN C. HODGES LIBRARY, UNIVERSITY OF TENNESSEE - KNOXVILLE

KNOXVILLE, TN SEPTEMBER 2021 - JANUARY 2022

Assist Metadata Librarian and Digital Production team in creating MODS records for UTK Special Collections materials, from resource description through data remediation in OpenRefine, culminating in XML records creation. Publish new records to shared repositories. Create and edit WikiData items in to support UT Libraries' PCC Wikidata Pilot project.

### ADMINISTRATIVE ASSISTANT II - COMMUNICATIONS

KNOX COUNTY PUBLIC LIBRARY; KNOXVILLE, TN JANUARY 2020 - NOVEMBER 2021

Produce, print, and distribute library communications materials. Create and edit web content for library programs. Manage inventories of marketing and informational materials. Create and manage digital marketing and social media content library. Create and manage video content/libraries. Provide program support to McClung Historical Collection, Tennessee Archive of Moving Image and Sound (TAMIS), Dolly Parton's Imagination Library of Knox County, and Read City USA, including outreach activities.

### DEVELOPMENT SUPPORT MANAGER

ARROWMONT SCHOOL OF ARTS AND CRAFTS; GATLINBURG, TN MAY 2019 - DECEMBER 2019

Manage constituent database system. Record, manage, and acknowledge gifts and pledges. Create queries, produce constituent lists, reports, and other data as needed. Manage planning, logistics, revenue collection, reports, and after-action analysis for fundraising events. Manage marketing collateral inventory. Manage institutional conference attendance (e.g., registration, travel arrangements and accommodations, booth materials, area contact lists).

### EXHIBITIONS MANAGER

AMERICAN MUSEUM OF CERAMIC ART; POMONA, CA APRIL 2018 - MARCH 2019

Manage exhibition logistics (exhibition contracts, condition reports, exhibition checklists, unpacking forms, contractor agreements, loan agreements, applications for juried shows, artist communications). Produce exhibition texts. Exhibition design and logistics. Assist educational department to support the docent programs and student curriculum. Recruit and supervise curatorial department interns and Teen Council members. Draft and oversee annual budget, analyze and evaluate revenue producing activities.

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## Conference Presentations

- *A Panel of Discussion on Tools Used to Create Name Identifiers for the Library Catalog and Digital Collections at University of Tennessee Libraries*, Tennessee Library Association Conference, 2022

## Organizational Memberships

- American Library Association
- Association for Information Science and Technology
- Progressive Librarians Guild

## Skills

Adobe Illustrator, InDesign, Photoshop and PremierePro. Graphic design for print and digital media. Exhibition curation and planning. Social media management and content creation. Administrative skills, coordination, and correspondence management. Metadata creation and management. Scripting languages and tools for data manipulation (OpenRefine, Oxygen XML, XSLT). Written knowledge of Spanish language.