

**Jessie Marie McCloy**  
4410 Cripple Creek Rd. Lincoln, NE 68516  
402-617-4051 | jmm3684@gmail.com

## **EDUCATION:**

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**University of Missouri, Columbia, MO**

- Master of Library and Information Science
- Expected Graduation 12/2024

**University of Nebraska- Lincoln, Lincoln, NE**

- Bachelor of Arts, English, 05/2022

**Southeast Community College, Lincoln, NE**

- Associate of Arts, Academic Transfer, 12/2019

## **EXPERIENCE:**

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| 05/2023 – Present | <b>Library Resource Specialist</b> , Southeast Community College, Milford, NE <ul style="list-style-type: none"><li>• Work with TLC library catalog</li><li>• Direct students on database uses, including EBSCO and Gale resources</li><li>• Create and update library LibGuides using LibApps</li><li>• Develop and maintain library collections, from purchasing materials to cataloging to weeding</li><li>• Organizing displays based on library patrons' interests and needs</li></ul> |
| 08/2018 – 04/2023 | <b>Library Assistant</b> , Southeast Community College, Lincoln, NE <ul style="list-style-type: none"><li>• Assist and direct the public</li><li>• Provide reference service to library patrons</li></ul>   |
| 03/2021 – 10/2021 | <b>Collections Assistant</b> , International Quilt Museum, Lincoln, NE <ul style="list-style-type: none"><li>• Accessioned and handled materials such as quilts, ribbons, and documents, recording style, text and damage</li></ul>   |
| 06/2021 – 08/2021 | <b>Special Collections Intern</b> , University of Nebraska-Lincoln, Lincoln, NE <ul style="list-style-type: none"><li>• Researched and designed online exhibit for quick, easy access</li><li>• Utilized WordPress software and UNL archival material</li></ul>   |
| 08/2020 - 03/2021 | <b>Archival Intern</b> , National Roller-Skating Museum, Lincoln, NE <ul style="list-style-type: none"><li>• Digitalized and organized books and photographs by accession number, then uploaded to online catalog system</li></ul>  |
| 01/2020 - 09/2020 | <b>Library Student Worker</b> , University of Nebraska-Lincoln, Lincoln, NE <ul style="list-style-type: none"><li>• Provided customer service and directed patrons on the phone and in person</li><li>• Performed circulation duties, within the library, using Sierra and ILL</li></ul>  |

## **SKILLS:**

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**Software:** Microsoft Office (PowerPoint, Word, Excel); OPACs (Sierra, Mandarin, TLC); ILL, OCLC, WordPress

**Language:** Beginning French

**Programming:** Beginning Python, Beginning JavaScript, Beginning XML/HTML