

MINJU KIM

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SKILLS

- **Library Services & User Engagement:** Reference Services, Information Literacy Instruction, Circulation & Access, Collection Development, Outreach, Program Evaluation
- **Cataloging Metadata:** MARC, MeSH, XML, Metadata Standards, Metadata Quality Control, Digital Repository Systems
- **Research & Data:** Research Data Management, Data Curation, Qualitative & Mixed-Methods Research, Data Visualization (Excel, Tableau, Python)
- **Preservation & Records:** Digital & Physical Preservation, Rare Materials Conservation, Records Management
- **Technologies:** KORAS, Zotero, EndNote, Excel, Tableau, SharePoint, WordPress, Microsoft Suite, Google Suite, Adobe
- **Languages:** Korean (Native), English (Fluent), Chinese – Mandarin (Conversational)

EDUCATION

University of Washington, Seattle, WA | Master of Library & Information Science Jun 2026
Daejin University, Korea | Bachelor of Library & Information Science (major) and International Studies (minor) Aug 2022

PROFESSIONAL EXPERIENCE

- Student Assistant** | University of Washington | Seattle, WA Sep 2024 – Present
- Managed 500+ equipment & RSO records, ensuring 100% compliance and reducing retrieval time by 20%.
 - Guided 200+ students per quarter, improving accessibility satisfaction by 15%.
 - Streamlined workflows for 120+ student organizations, enhancing record management efficiency.
- Metadata Librarian** | Korea University Creative CJ Library | Seoul, Korea Aug 2023 – Aug 2024
- Cataloged 2,000+ resources (MARC, KORAS), improving discovery efficiency by 20%.
 - Designed a resource recommendation system, raising user satisfaction by 30%.
 - Implemented preservation protocols for 500+ electronic resources, ensuring sustainable long-term access.
- Undergraduate Intern** | National Library of Korea & National Library for Children and Young Adults | Seoul, South Korea Apr 2021 – Sep 2021
- Preserved 100+ rare materials through conservation and climate monitoring.
 - Led a VR-based reading program that boosted participation among underserved children by 15%.

PROJECTS

- How Teens Co-designed Mental Health Support in Public Libraries** | Coursework Project | Seattle, WA Jul 2025 – Sep 2025
- Led a 3-year participatory design study across 9 public libraries, analyzing teen engagement with mental health programs.
 - Coded 112+ field notes and organized multi-year datasets, aligning qualitative evidence with research findings.
 - Findings published in Lee et al. (2024; 2025); Year 3 manuscript in preparation.
- Language Conversation Circles – King Library** | Coursework Project | Seattle, WA Mar 2025 – Jun 2025
- Co-developed and budgeted a \$15K multilingual program (Vietnamese, Spanish, Mandarin) with SJSU & SJPL.
 - Advanced DEI goals by fostering cultural exchange; created phased implementation & evaluation plan.
- Children's Library Services During the COVID-19 Pandemic** | Coursework Project | Seattle, WA Sep 2024 – Dec 2024
- Conducted survey & interview study across 15 Washington State libraries, assessing pandemic-related service changes.
 - Identified trends in virtual participation and proposed solutions that improved online engagement by 10%.

ADDITIONAL EXPERIENCE

- Korean Graduate Student Association Secretary** | University of Washington | Seattle, WA Sep 2024 – Sep 2025
- Increased event participation by 30% through data-driven outreach.
- Volunteer** | Community Engagement | Seattle, WA Sep 2024 – Oct 2024
- Coordinated logistics for library storytelling sessions, raising attendance by 15%.