

Raquel Dubin

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SUMMARY

Dedicated Master of Library and Information Science (MLIS) student with a passion for accessibility. Over three years of experience improving access to information for patrons in Special Collections and Archives at California State University, Northridge (CSUN).

EDUCATION

Master of Library and Information Science (MLIS) (In progress)

Expected: May 2027

San Jose State University (SJSU), San Jose, CA

Web Coordinator for User Experience Student Group

B.A., Psychology

May 2021

California State University Northridge (CSUN), Northridge, CA

GPA: 3.99; Copyeditor for the Northridge Review Spring 2021 Edition

SKILLS

- Soft Skills: Accuracy, Organization, Creativity, and Collaboration
- Library Technology: ArchivesSpace, Archon, Ex Libris Alma
- Web Design/Coding: User Experience (UX) Design, Figma, HTML/CSS, SEO, Python

EXPERIENCE

Volunteer, Greater Los Angeles Zoo Association, Los Angeles, CA

Aug 2022-Present

- Guiding patrons at the Los Angeles Zoo, ensuring a positive and enriching experience for all
- Maintaining accurate membership records using nonprofit database (Raiser's Edge)
- Conducting observational research for animal well-being studies

Library Student Assistant, CSUN University Library, Northridge, CA

Aug 2017- May 2021

- Collaborated with archivists to improve access to information for patrons
- Processed rare and fragile collections based on guidelines, actively communicating with archivists to address any identified issues
- Enhanced accessibility of collections by transcribing, adding metadata, and improving searchability on Online Archive of California and CONTENTdm; selected to proofread finding aids due to reputation for accuracy
- Optimized workflow for data entry on ArchivesSpace, contributing to efficiency of team

CERTIFICATIONS

Copyright for Educators and Librarians, Coursera

Oct 2022

Credential URL: <https://www.coursera.org/account/accomplishments/certificate/4HD2WX7JSQC7>

UX Design, Coursera

Oct 2021

Credential URL: <https://www.coursera.org/account/accomplishments/certificate/LNFEEZLAXRC5>