

Consultant @ Buddhist Archive of Photography, Laos (Dec 2017 - Present)

- Created database for collection of over 33,975 pictures.
- Generated protocol for access catalog incorporating image records with metadata.

Consultant / Archive Manager @ Abigail Heyman Archive, New York (Apr 2017 - Present)

- Created custom FileMaker database for artist, determined numbering system for print collection and created digital references via copystand for recto/verso details of collection items.
- Collaborate with curatorial and exhibition teams. Coordinate with galleries and museums.

Volunteer Administrator / Manager @ Interference Archive, Brooklyn (Nov 2016 - Present)

- Lead monthly Admin Working Group meetings at all-volunteer run organization.
- Oversee preservation and prioritize access to digital and physical visual art objects.
- Collaborated with XFR Collective to build media transfer station. Assist with PHP/HTML code.
- Represent organization at conferences and symposia. [[link](#)]

Consultant / Archive Manager @ Magnum Foundation, New York (Aug 2014 - Present)

- Consolidated four self-storage units and reduced collection footprint by 30%.
- Relocated to HVAC-equipped location at 46% reduced rent while increasing storage size by 90%.
- Set-up DIY digitization plan for 10,000 objects at 62% less cost than third-party estimates.
- Developed [research access tool](#) connecting disparate collections in global holdings.
- Created Assistant position while trimming staff expenses by 25%.
- Managed a three-member staff of technicians, assistants, and interns.

LIFE Photographer Archive Manager @ Grossman Enterprises, New York (Apr 2014 - Apr 2017)

- Converted 3-room apartment into climate-controlled consolidated archive for about 50,000 items.
- Migrated card-catalog and spreadsheet inventory to new FileMaker database.
- Established copystand protocol and created Digitization Assistant position. Managed staff.
- Set-up on-site printing facility and determined output and scanning standards.
- Developed remote-accessible office network with RAID 10 redundancy via 12TB NAS device.
- Created WordPress site for Assistant to update, with custom designed front-end.

Photographer Archive Manager @ Susan Meiselas Studio, New York (Jun 2013 - Present)

- Organized, preserved, and cataloged picture collection of 40+ year career artist.
- Established digital preservation protocol with RAID 5, cloud back-ups, and off-site swaps.
- Monetized duplicate prints and created custom FileMaker database for integrating data.

PUBLISHED IN: Metropolitan Archivist (July 2019); Image Magazine: The Magazine of George Eastman House (Fall 2011), Coastlands Magazine (October 2009). Ryerson Chapbooks (2009)
PRESENTED AT: Hunter College Department of Art and Art History (October 1, 2018); Ashland Street Project Space (May 3, 2018); "Counter Narratives, Alternative Histories" at The New School (May 1, 2018); "Caring for Artist Archives" at American Photography Archives Group (Oct 9, 2017)
MEMBER OF: UNESCO Specialists for Culture in Emergencies, American Photography Archives Group, Society of American Archivists, Archivists Round Table of Metropolitan New York.

MA in Photo Preservation & Collections Management @ Ryerson University, Toronto (2010-2012)

BFA in Photography @ NSCAD University, Halifax NS (2005-2009)

