

Work:

Oral History Assistant, University of Wisconsin-Archives

May 2016 — Present

- Acts as a liaison between student activists on campus and Archives employees; negotiates donation agreements and collection building
- Works with students and donors to assure that activist-centric — and activist-built — collections are curated in an ethical manner, and remain accessible and properly attributed
- Uses twarc / webrecorder.io to capture Tweets / hashtags related to student activism on campus
- Uses webrecorder.io / Archive-It to capture websites related to student activism on campus

Archival Projects Assistant, Madison Public Library

January 2016 — Present

- Uses Archive-It to build and maintain the Library's inaugural web collection
- Assembled the Library's first Personal Archiving Lab
- Responsible for upkeep of the Lab's audiovisual equipment
- Writes documentation for the Lab, available to patrons working with the Lab's equipment
- Plans public programs on behalf of the Lab, including digitization workshops, at nine branch libraries
- Teaches archival classes on behalf of the lab: digital preservation, email archiving, and social media estate planning
- Publicizes, and manages outreach for, the Lab

Archivist, Culver's

May 2015 — April 2016

- Completed an item-level inventory of the organization's collection (approx. 500 linear feet)
- Outlined a three-year archival budget
- Led a digitization project, including the development of a written request for proposal and a long-term preservation plan, for 122 tapes (U-Matic, Betacam)
- Cataloged photographs in PastPerfect
- Managed news clippings / media in SharePoint
- Handled reference requests

Web Archiving Intern, Library of Congress

Summer 2015

- Analyzed the Library's then-current crawl of loc.gov and loc.gov/staff

- Complied contact information for websites / organizations under consideration for collection
- Edited permission letters sent out on behalf of the Library before a site was crawled

Project Assistant, Wisconsin Historical Society

January 2014 — September 2015

- Assisted with the planning of Archives Month
- Edited Wisconsin Historical Society informational brochures / publications
- Co-authored a National Historical Publications and Records Commission grant, which was funded for \$27,000
- Developed and publicized a scholarship for Wisconsin professionals seeking monetary assistance to attend professional archival / library conferences

Education:

University of Wisconsin-Madison, Master's in Library and Information Studies

August 2014 — December 2016, anticipated

University of Iowa, Bachelor's in English and Creative Writing

2008 — 2012

Presentations and Workshops:

We've Decided to Establish a Web Archiving Program. Now What?

Lecture; Upper Midwest Digital Collections Conference, upcoming

Digital Preservation 101

Organizer; Madison Public Library, May 2016

'Save Your Stuff' Digitization Workshop

Co-organizer; Madison Public Library, April 2016

First Steps: Establishing an Archive

Panel moderator and participant; Midwest Archives Conference, April 2016

Web Archiving?!

Lecture; Digital Humanities Research Network, February 2016

Reaching Out

Ignite talk; OpenLab Workshop, October 2015

Personal Archiving Day

Organizer; Madison Public Library, 2015