

# SARAH LIN

Librarian with 10+ years' experience in metadata management; excellent verbal and written communication skills as demonstrated by professional publications and presentations.



## EDUCATION

- 2006

**M.S., Library & Information Science**  
University of Illinois

Champaign, IL
- 2003

**B.A., African/African-American Studies, Anthropology (with honors)**  
University of Chicago

Chicago, IL

## EXPERIENCE

- Present  
|  
2019

**Information Architect & Digital Librarian**  
RStudio

Boston, MA

- Collaborate with product teams to determine the best way to organize product documentation and administrative guides
  - Partner with the Education Team to organize education materials and courseware
  - Research cloud service usage and recommend improvements to the company's discoverability of information

2019  
|  
2018

**Content Manager**  
Singularity University

Mountain View, CA

- Organized & maintained digital asset management database of ~150,000 assets: normalized & standardized metadata, created/maintained taxonomies, curated & strategized timely delivery to partners
  - Designed & implemented Google Drive document management software & delivery portal
  - Curated user content and redesigned WordPress "intranet" site

2018  
|  
2007

**Library Systems Librarian**  
Reed Smith LLP

San Francisco, CA

- Maintained relational database integrity: created local metadata standards; ensured compliance through training & documentation
  - Assisted European staff with metadata and taxonomy challenges
  - Organized the workflow of print & online resources in the US

2007  
|  
2006

**Serials/Indexing Librarian**  
Illinois College of Optometry

Chicago, IL

- Quickly learned optometric vocabulary in order to index ~12,000 articles per year into a proprietary subject database (VisionCite)

## SELECTED WRITING

2017

**"Managing technical services long distance: tips for successful collection management."**  
AALL Spectrum, 20 (6): 29-34


2016


**"Collection management 2016: from anecdotal to analytic."**  
On Firmer Ground blog, 13 Jan 2016


2015

**"Pressure points in vendor relationships: tips for working with outsourced vendors."**  
CRIV Sheet 37 (2): 4-5

## CONTACT

 [LinkedIn Profile](#)

 [sarahemlin](#)

 [github.com/sarahemlin](#)

## SKILLS

Metadata management  
User-centered design  
Knowledge management  
Project management  
Leadership & training  
Critical thinking

## ACHIEVEMENTS

VP/President-Elect,  
NOCALL  
2016 Emerging Leader  
Award, AALL

## MORE INFO

See [LinkedIn](#) for a complete list of positions and publications.

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