Sarah Yasuda

Library and Information Science Professional
yasudasarah.com

47 Etna Street Apt. 2, Brighton, MA 02135
(206)330-1033
sarahpyasuda@gmail.com
https://www.linkedin.com/in/sarah-yasuda1015/

I received my MLIS from Simmons University with a concentration in Cultural Heritage Informatics. Passionate about equitable access to information and technology, I am currently pursuing a career in the library and information science field.

Education

Simmons University School of Library and Information Science, Boston, MA

Master of Library and Information Science degree, 2020

- Cultural Heritage Informatics Concentration
- American Library Association Spectrum Scholar, 2019-2020

UCLA, Los Angeles, CA

Bachelor of Arts in Anthropology, 2015

- Cum Laude, 3.8 GPA
- Benjamin A. Gilman International Scholarship Recipient
- Researcher at Gohkale Institute of Politics and Economics in Pune, India

Experience

Boston University, Wheelock College of Education and Human Development, Boston, MA

Project Archivist | July 2020 – Present

- Create and implement a project work plan with milestones set for various phases in the creation of the Documentation Studio Archive.
- Digitize educational materials from the Documentation Studio and create a DACS-compliant finding aid for the Documentation Studio Collection.
- Install and set up an Omeka repository, ingest item-level metadata for digital objects. Conduct meetings with educators and stakeholders regarding design implementation and usability of the front-end Omeka site.
- Create a guidelines and policies documentation manual for the Documentation Studio Archive including guidelines on digitization, metadata standards, list of controlled vocabularies, and instructions on digital preservation planning.

Boston Architectural College, Boston, MA

Library Clerk | August 2018 - Present

- Assist patrons with reference questions, curate book displays, and build LibGuides
- Handle acquisitions and assist in collection development
- Create acquisitions documentation
- Catalog print and electronic resources using OCLC Connexion and Voyager

- Process, catalog, and digitize the Buckminster Fuller Collection

Pine Manor College, Chestnut Hill, MA

Library Assistant | August 2019 – January 2020
- Assisted patrons from Pine Manor College and the public with reference questions
- Cataloged print materials using Sierra
- Oversaw collection development in the Sciences, Communications, Young Adult, and Children's
- Developed and created floor plans for the library

Boston Children's Museum, Boston, MA

Elvira Growdon Intern for Archives and Collections Management | June 2019 – August 2019
- Processed, rehoused and created a finding aid for the Japan Archive to document the history of the Japan Program at the Children's Museum (finding aid available online)
- Utilize PastPerfect to digitize and create metadata records for the Japanese artifacts collection
- Published an article on the history of the Japan-US Friendship Dolls

Howard Gottlieb Archival Research, Boston, MA

Archives Intern | February 2019 – April 2019
- Intellectually described and rehoused material in the Bradford Washburn Collection correspondence series
- Used Microsoft Excel to prepare intellectual descriptions for ingest into the archival database

Skills

Technology, Database, Software

- Python, JavaScript, MySQL, XML, HTML, CSS, PHP, Voyager Cataloging, Voyager Acquisitions, Voyager Admin, Sierra, OCLC Connexion, Omeka, LibGuides, PastPerfect, ProCare, Excel, Outlook

Other

- Knowledge of MARC21, RDA, FRBR, Dublin Core
- Fluent in Japanese
- Extensive experience as an instructor and translator for the JET Program (2015-2017)
- Community engagement and leadership experience as a volunteer coordinator for Hands on Tokyo (2016-2017)

Professional Associations

Asian Pacific American Library Association

Student Member | 2018 - Present

American Library Association

Member | 2019 - Present

JET Alumni Association

JET Alumni| 2017 - Present