

Rachel P. Karasick

rachelkarasick.com | linkedin.com/in/rachel-karasick

EXPERIENCE

Harvard Library Innovation Lab

Research Fellow

Summer 2017 | Cambridge, MA

Conducted independent research exploring resource sharing and access opportunities for the Library of Things. Developed participatory research portal focused on catalog record templates, data sharing, and information exchange between libraries.

Simmons College Library

Learning Commons Librarian

2017 - PRESENT | Boston, MA

Departmental management of the Learning Commons, including hiring and oversight of 3 staff and 25 student workers; outreach to students, faculty, and staff; programming; management of reference and research support online and in-person; creation and maintenance of research tools; liaison to Writing Center, Tutoring Center, and Disability Services; participation in ongoing collection assessment and review.

Simmons College Library

Library Assistant, Discovery Services

2015 - 2017 | Boston, MA

Cataloging and metadata creation including e-resources; oversight of Interlibrary Loan department; supervision of student workers; purchasing for acquisitions cycle; workflow documentation and data entry; management of course reserves; Library-wide projects.

Free Library of Philadelphia

Grant Writer

2013 - 2015 | Philadelphia, PA

Identify, research, and develop opportunities; track, plan, and write reports to funders, including gathering data and managing submission; monitoring outcomes between reporting periods; data entry and tracking; over \$3M raised. Sample grants:

- Intergenerational Makerspace Grant - IMLS - \$499,974
- Teen Culinary Literacy Program - GSK Corp. - \$450,000
- READ! By 4th - Lenfest Foundation - \$450,000
- Framing Fraktur Art Exhibition - Pew Center - \$360,000

SKILLS

Detail-oriented, strong writer, effective communicator, reliable team player.

Wide-ranging information science experience: project coordination; database management; scholarly research; fundraising; metadata creation; information architecture.

Technology: Adobe Creative Suite; web design software; HTML5, CSS3, JavaScript; Microsoft Office; OCLC software; ILS; Morae and UX developer tools; Raiser's Edge.

AWARDS & HONORS

Academic Scholarships

Alice L. Haltom Educational Fund
Freudenthal Endowed Scholarship
Pearl Mason Keller Scholarship
Heneghan Endowed Scholarship
Segal AmeriCorps Education Award

Professional Engagement

2017 - Simmons Library
Diversity & Inclusion Working Group

2017 - Simmons College
DERAIL Forum organizer

2014- Free Library of Philadelphia
Leadership Development Program

2007 - Oberlin College Library
Academic Commons Design
Committee

First Unitarian Church of Philadelphia

Communications Director

2011 - 2013 | Philadelphia, PA

Social media and webmaster; newsletter editor; press releases; memos; video and audio editing; budget preparation; database management; volunteer supervision; staff hiring and oversight.

Americorps VISTA

Outreach Coordinator

2009 - 2011 | Corvallis, OR

Outreach & Program Development Coordinator for urban gardening organizations benefiting low-income teens and families. Event planning; grant writing; intern coordination; promotions and outreach; hiring youth staff; financial management.

Oberlin College English Department

Research Assistant

2008 - 2009 | Oberlin, OH

Copyediting; proofreading; manuscript analysis and summary; scholarly article review; citation sourcing for Dr. T.S. McMillin's *The Meaning of Rivers: Flow and Reflection in American Literature*.

Oberlin College Libraries

Art Library Assistant

2005 - 2009 | Oberlin, OH

Data entry; assisting patrons; circulation; stacks management; special collections; book repair; preparations; research assistance; closing and opening responsibilities.

EDUCATION

Oberlin College — *Bachelor of Arts*

2005-2009 | Oberlin, OH

Environmental Studies and English

Simmons College — *Masters' of Library & Information Science*

2015-2017 | Boston, MA

Focus: information science and technology, critical information literacy, library leadership

PROFESSIONAL MEMBERSHIPS

American Library Association
Massachusetts Library Assoc.
Assoc. College & Research
Libraries

INTERESTS

building and riding bicycles,
illustration, gardening, hiking,
printmaking