

# Rachel P. Karasick

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

## EXPERIENCE

### Library Projects Coordinator

ANU Library, Australian National University

Nov 2018 - present | Canberra, ACT, Australia

Coordination of collection relocation project with a specific focus on collection management at Hancock and Chifley Libraries, and at the ANU Print Repository. Evaluation of low use, duplicate, and digitised collection items. Development and implementation of workflows for deselection and relocation of print materials.

### Information Access Coordinator

Hancock Library, Australian National University

March 2018 - present | Canberra, ACT, Australia

Information literacy training, research consultations, and collection development for science and health programs at the ANU. Statistics collection, departmental coordination, and programming for the Hancock Science Library.

### Research Fellow

Harvard Library Innovation Lab

Summer 2017 | Cambridge, MA, USA

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.

### Learning Commons Librarian

Simmons University Library

2017 | Boston, MA, USA

Liaison to the natural sciences, including biology, chemistry, physics, and environmental science departments; departmental management of the Learning Commons, including hiring and oversight of 3 staff and 25 student workers; outreach to students, faculty, and staff; management of reference and research support online and in-person; maintenance of research tools; participation in ongoing collection assessment and review.

## 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; Sierra & iii products; Morae and UX developer tools; Raiser's Edge.

## EDUCATION

### Simmons University

Masters' of Library & Information Science

2015-2017 | Boston, MA, USA

### Oberlin College

Bachelor of Arts

2005-2009 | Oberlin, OH, USA

Environmental Science and English

## AWARDS & HONORS

### Academic Scholarships

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

## **Library Assistant, Discovery Services**

Simmons University Library

2016 - 2017 | Boston, MA, USA

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.

## **Library Grant Writer**

Free Library of Philadelphia

2013 - 2015 | Philadelphia, PA, USA

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

## **Art Library Assistant**

Oberlin College Libraries

2005 - 2009 | Oberlin, OH, USA

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

## **Research Assistant**

Oberlin College English Department

2008 - 2009 | Philadelphia, PA, USA

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*.

## **Outreach Coordinator**

Americorps VISTA

2009 - 2011 | Corvallis, OR, USA

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.

## **Professional Engagement**

2017 - Simmons Library  
Diversity & Inclusion Working Group

2017 - Simmons University  
DERAIL Forum organizer

2014 - Free Library of Philadelphia  
Leadership Development Program

2007 - Oberlin College Library  
Academic Commons Design  
Committee