

Rachel P. Karasick

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

EXPERIENCE

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, oversight of information services, and programming for the Hancock Science Library.

Library Projects Coordinator

ANU Library, Australian National University

Nov 2018 - April 2020 | 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, training, timelines, and monthly reporting to stakeholders.

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 28 staff; 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 NGO experience: project coordination; event planning; grant writing; research; web development; staff recruitment; strategic planning; communications; report writing.

Technology: Adobe Creative Suite; web design CMS; HTML5, CSS3, JavaScript; Microsoft Office; database management; OCLC software; video and audio editing; Springshare, Sierra, and iii products; Morae and UX developer tools.

EDUCATION

Simmons University

Masters' of Information Science
2015-2017 | Boston, MA, USA

Oberlin College

Bachelor of Arts in Environmental Science
2005-2009 | Oberlin, OH, USA

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 management; Library-wide projects.

Grant Writer

Free Library of Philadelphia Foundation

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 \$30M 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

Communications Director

First Unitarian Church of Philadelphia

2011 - 2013 | Philadelphia, PA, USA

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

Outreach Coordinator

Corvallis Environmental Center, 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.

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*.

Professional Engagement

2017 - Simmons Library
Diversity & Inclusion Working Group

2017 - Simmons University
DERAIL Forum organizer

2014 - Free Library of Philadelphia
Drexel University Leadership
Development Program

2007 - Oberlin College
Academic Commons Design
Committee

INTERESTS

building and riding bicycles,
gardening, hiking, printmaking