

Stephanie Grimm

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Education

University of Michigan **Ann Arbor, MI** **2009- 2011**

MSI, Library & Information Science/Preservation of Information

- University Library Associateship
- School of Information Merit Scholarship

School of Visual Arts **New York, NY** **2004- 2008**

BFA, Illustration

- Sherman R. Poppen Scholarship Award, 2005-2008

Professional Experience

University of Michigan Libraries **Ann Arbor, MI** **2009- present**

University Library Associate- Art, Architecture & Engineering Library (AAEL)

- Provide in-library, on-site outreach, and online reference & public services to AAEL and UM students, faculty, and outside researchers using engineering, art, architecture, and urban planning databases and reference resources
- Teach information literacy sessions and lead orientation activities
- Design LibGuides and develop instruction materials
- Develop and implement a plan for a unique mini-comics collection within the AAEL
 - Create a collection development policy to complement overall AAEL policies
 - Plan and manage special events to increase local interest in and contribution to the collection
- Design and install special exhibits to highlight library collections
- Design promotional images, video, and ephemera for library events and services
- Manage and develop the AAEL's Recreational Reading Collection
- Participate in the Library Instruction Outreach & Marketing Committee to improve online instruction & workshops guides for students and faculty

Lab Intern/Assistant, Buhr Department of Conservation & Preservation **2010- present**

- Assess 250+ Special Collections and library items to determine and conduct necessary preservation treatments, including cleaning, de-acidification, and book/folio/page repair
- Assist with exhibit planning and preparation, including installation

University of Michigan School of Information **Jan.- March 2010**

Graduate Student Research Assistant

- Assisted PhD student in evaluation of websites, web resources, and search engine queries/results for validity, reliability, authority, and relevance

University of Michigan Museum of Art **Ann Arbor, MI** **2010- 2011**
Curatorial Research Center (CRC) Librarian & Study Room Art Handler

- Provided reference and library services to museum curators, docents, and visitors to the CRC and paper/object study rooms
- Coordinated study room and meeting space scheduling for the CRC
- Ensured safety and security of museum artwork and objects during study visits
 - Handled and transported artwork in preparation for study room visits
- Completed cataloging of the CRC library holdings, including exhibition catalogs and non-English publications, to provide a more robust catalog for patrons
- Increased study room use through targeted promotion and outreach to University departments and other local institutions
- Contributed to student learning and information literacy through development of instructional materials

Spring Lake District Library **Spring Lake, MI** **2008- 2009**
Circulation Clerk, Promotional Designer

School of Visual Arts: Visual Arts Library **New York, NY** **2004- 2008**
Circulation & Cataloging Assistant

Michigan State University Libraries **E. Lansing, MI** **2003- 2004**
Serials Processor, Government Documents Librarian

Relevant skills

- Collection development
- Cataloging (original + copy)
 - MARC21 + DublinCore standards
- Millennium, Voyager, and Aleph ILS
- Info literacy instruction in art & design, architecture, art history, engineering, and public health sources
- LibraryH3lp chat reference training
- Languages: French (intermediate) & German (elementary)
- Database design & management
- Graphic design & illustration
- Adobe creative suite:
 - Photoshop: advanced
 - Illustrator: intermediate
- HTML, CSS, XML, Javascript, MySQL
- Digitization/imaging software & standards
- Working knowledge of video editing software, including iMovie and FinalCut Pro

Professional affiliations & activities

- Membership: Art Libraries Society N. America (ARLIS/NA) & ARLIS/NA-Midstates; College Arts Association (CAA); American Library Association (ALA)
- Job postings liaison, ArLiSNAP (new art library professionals) blog
- Serve on ARLIS Membership Committee and Book Arts Special Interest Group