Madeleine Casey

EDUCATION

The Pratt Institute: Masters of Science, Library and Information Science　　　　　Expected May 2025
GPA: 4.00

Gettysburg College, Gettysburg, PA: *Bachelor of Arts, summa cum laude*　　　　August 2017- May 2021
Majors: French with departmental honors, International Affairs with departmental honors
GPA: 3.90
Awards and Academic Honors Societies:
Dean's Honor List (8 semesters)
Phi Beta Kappa (Inducted Spring 2021)
Sigma Iota Rho International Studies Honors Society (inducted Spring 2021)

LIBRARY AND INFORMATION SCIENCE WORK EXPERIENCE

CollectionBuilder　　　　　　　　　　　　　　　　　　　　　　　　　　　January- May 2025

Spring 2025 CollectionBuilder LIS Student Program

- Developed metadata, configured files in GitHub, and developed an understanding of static site generation to independently create a digital collection of data art objects

The National Endowment for the Humanities　　　　　　　　　　　　May-December 2024
Pathways Summer Intern

- Conducted draft review and pre-panel summaries of applications to the Humanities Collections and Reference Resources program (HCRR)
- Conducted a research project on the sustainability of funded HCRR projects
  - Surveyed over 150 awards
  - Developed research questions and interviewed 4 project directors about preservation and access practices
  - Presented findings to the division through data visualizations created in PowerBI
  - Developed a project data model, including controlled vocabularies, in collaboration with peers, and trained another staff member on data collection processes
  - Created a user-friendly report to facilitate ongoing use of the data in the division
- Wrote, researched and published an educational blog post highlighting collaborative work in funded projects
- Served as panel notetaker to document reviewer assessments of complex subjects including humanities significance, methodology, and ethical practice in detail
- Organized monthly virtual meetings with fellow interns to facilitate communication in the remote program
- Lead a project to develop a scoring rubric to assess collaborative work in project application

The Pratt Institute- School of Information　　　　　　　　　　　　　　January-May 2024

Graduate Assistant

- Created a variety of resources for the School of Information Office, including a registration FAQs google site, a script for prospective student tours of the school, advertisements for office programming, and reference resources related to conferences and available scholarships in Information Science fields
- Facilitated a multi-day virtual networking hours event for the School of Information with career professionals to help students expand their professional networks and identify job opportunities

Pratt American Library Association　　　　　　　　　　　　　　　　　Fall 2023-Present
Student Organization Officer
- Works with a team of fellow LIS students to revitalize this student organization by planning multiple social professional and social events each semester, tripling student membership over one year

- Coordinates group meetings and organizational communications by creating an organization chat, sending regular meeting reminder emails, creating powerpoint slides for each weekly meeting, designing and creating posters for each group event using Adobe illustrator, and updating a group calendar

Musselman Library Gettysburg, PA

Peer Research Mentor   August 2018-May 2021

- Worked with a team of fellow Mentors to develop and implement outreach events aimed at connecting the campus community to library resources:
  - Organized, advertised and taught regular citation workshops for the student body
  - Wrote, filmed and edited an instructional video about navigating library services during the pandemic
- Received bi-weekly training on library services and information literacy, lead one bi-weekly meeting per semester
- Provided in-person and remote reference support to patrons at the Research Help Desk, and logged reference questions using LibAnswers

Circulation Desk Staff   Summer 2019-December 2019

- Provided support as one of three full time summer library student staff with circulation support, packaging and processing ILL requests, shelving, shifting stacks, and deaccessioning collections
- Continued role in the fall semester, providing reference support during the library's ILS migration

CUSTOMER SERVICE AND INSTRUCTION EXPERIENCE

The Raine Group

Executive Assistant   October 2022-August 2023

Receptionist and Administrative Assistant   January-October 2022

John's Pizzeria Jersey City, NJ   August 2021-January 2022

Waitstaff, Bartender, and Hostess

Gettysburg College Political Science Department, Gettysburg, PA   August-December, 2019 & 2020

Peer Learning Associate

- Provided tutoring to students working with Stata for empirical research projects

Gettysburg College French Department, Gettysburg, PA   August-May 2018

Peer Learning Associate

- Led review sessions and provided one on one language tutoring for introductory level French students

Gettysburg College Dining Services, Gettysburg, PA   Fall 2017-May 2021

Dish Washer, Utility Worker, Cashier, Barista

- Awarded "Exceptional Customer Service" award in October 2017

RESEARCH EXPERIENCE

Gettysburg College Eisenhower Institute, *Undergraduate Fellow*   Academic Year 2020-2021

- Researched and discussed the impact of the domino theory on Global Human Rights abuses
- Planned and moderated a panel for the campus community featuring subject matter experts on imperialism

Afrikajom Dakar, Senegal, *Intern*   Spring 2020

- Conducted research for organization reports on issues related to social justice and government in West Africa
- Communicated with organization team verbally and in writing exclusively in French and Wolof

SKILLS: Language: Fluent in French**, Software:** Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook), Google Suite (Docs, Sheets, Slides, Forms and CoLab), **LibWizard**: Lib Answers and LibGuides, **Data work**: Open Refine, Gephi, Tableau, PowerBI, Datawrapper, Flourish **Coding**: HTML, CSS, Python **Design**: Canva, Adobe Illustrator, Adobe Photoshop, **Digital Projects:** WordPress, CollectionBuilder, GitHub