

Leslie Whitford

Digital Initiatives Librarian

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SUMMARY

Enthusiastic information specialist, collaborator, and creative with 10+ years of professional experience in public, high school, and academic libraries making, teaching, and researching.

EDUCATION

Master of Library and Information Science
Bachelor of Arts, English

Kent State University, OH
Hanover College, IN

HIGHLIGHTS OF LIBRARY EXPERIENCE

Digital Initiatives Librarian
Xavier University (XU), Cincinnati Ohio

January 2022—Present

Institutional Repository

- Manages and promotes content collection for the library's Institutional Repository, Digital Commons, including leadership and training in curating digital assets.
- Monitors policies and procedures and works with staff to resolve vendor-related concerns.
- Facilitates digital scholarship and scholarly communication issues with stakeholders that include use of library liaison structure.
- Serves as a resource for digital preservation, including born-digital scholarship, and is the library's expert for open access issues.

Digital Humanities

- Develops strategies for library-based digital humanities initiatives with emphasis on designing and delivering digital projects for both internal and external audiences.
- Identifies collections and items for digital conversion and manages creation of digital surrogates for preservation and/or curricular purposes.
- Offers library assistance, resources, and perspective in collaboration with faculty to support faculty research and produce projects that explore digital ways of teaching, learning, and curating data in the humanities.

Makerspace

- Manages all aspects of the Makerspace, including the hiring, supervision, evaluation, and discipline of approximately ten student employees.
- Provides instruction and support for use of Makerspace equipment such as 3D printers, including troubleshooting equipment issues.
- Promotes use of the Makerspace, collects and analyzes use data, and ensures best practices through policies, procedures, and communication with other area Makerspaces.
- Facilitates interdisciplinary projects that support the curriculum and integrate new technologies into University pedagogy.

Emergent Technologies

- Monitors trends and leads the exploration, evaluation, and potential deployment of emergent technologies specific to library services and information access.

- Collaborates with IT division staff and other library staff to pilot and beta test new digital-based endeavors to determine feasibility for full implementation.

Social Media

- Coordinates library's social media accounts and oversees student interns.

Professional Library Team

- Serves as a liaison to the academic departments of Art, Computer Science, Physics, Office of the Graduate School, English 101 & 115 Program
- Provides library and information fluency instruction to classes and individuals in person and virtually
- Creates materials, including LibGuides and videos, as part of library and information fluency instruction and in support of liaison departments
- Provides research assistance in person and virtually
- Participates in collection development
- Participates in programming for library initiatives and/or liaison departments
- Provides consistent communication and promotion of library resources and services
- Serves on and supports internal and external committees and task forces

Librarian/Media Specialist, Teacher

Mercy McAuley High School (MMHS), Cincinnati, Ohio

August 2018—December 2021

McAuley High School, Cincinnati, Ohio

June 2017—July 2018

Mother of Mercy High School, Cincinnati, Ohio

August 2016—July 2018

- Managed circulation, cataloging, collection development, and library budget.
- Provided instruction, reference, and reader's advisory to students, faculty, and staff.
- Created and taught two new blended courses focusing on research and technology skills.
- Established and grew the Makerspace, providing access to a wide-range of educational technology.
- Maintained and updated the library's Blackboard and LibGuide resource pages.
- Expanded instructional, reference and reader's advisory services.
- Moderated and recruited for a variety of student organizations.
- Directed the combination of two school library collections and services.
- Served on the Courageous Conversations Committee.
- Received the 2020 President's Award for Excellence.
- Led the Technology Department and served on Academic Council at Mother of Mercy High School.

Library Manager

Southern State Community College (SSCC), Hillsboro, Ohio

October 2014—August 2016

- Supervised 3-6 persons at multiple campuses.
- Oversaw cataloging and collection maintenance projects assigned to part-time staff.
- Received, cataloged, and processed print, audiovisual, and electronic resources.
- Provided reference, technology, and instructional services for students and faculty.

Technical Services Librarian

Wilmington Public Library (WPL), Wilmington, Ohio

April 2012—October 2014

- Received, cataloged, and processed print and audiovisual materials.
- Assisted with the selection and acquisition of new library materials.

- Planned and conducted adult and intergenerational programs.
- Supervised the processing of library materials by other staff members.
- Maintained the accuracy and accessibility of the online catalog.
- Provided reference and reader's advisory to patrons of all ages, including training patrons in the use of library materials and computers, as well as interpreting library policies to the public.
- Planned and conducted adult and intergenerational programs.
- Assumed the responsibilities of the Assistant Director's in his/her absence or unavailability.

Circulation Associate

Wilmington Public Library, Clinton-Massie Branch

August 2011—April 2012

- Performed circulation tasks using Horizon integrated library system
- Assisted library patrons with their accounts and answered reference questions.
- Planned and assisted with intergenerational programming.

Graduate Reference Assistant

Map Library, Kent State University

January 2010—May 2011

- Performed circulation tasks using Millennium integrated library system.
- Answered patron reference questions and located appropriate resources from the collection.
- Assisted Head Librarian with research projects.

Graduate Reference Assistant

Main Library, Kent State University

August 2009—May 2011

- Connected users to resources to meet their scholarly, informational, and instructional needs.
- Identified, located, and utilized a variety of information resources to effectively meet user needs.
- Provided library catalog and electronic resources instruction to users.
- Supported reference desk staff in efforts to further reference services and information literacy.

Program Designer and Reference Librarian

Master's Practicum, Kent State University

January—April 2011

- Researched outreach initiatives by other university reference departments, specifically operating in residence halls.
- Created and conducted a reference service program in one of Kent State University's residence halls.
- Designed a user-friendly research and reference LibGuide for students.
- Collaborated with fellow graduate student in creating and running programs.

Student Monitor

School of Library and Information Science, Kent State University

May—June 2009

- Responsible for troubleshooting the video conference connections and classroom technology.
- Acted as an aid to the professor by distributing materials and setting up in-class demos and videos.

Cataloging Student Assistant

Duggan Library, Hanover College

September 2007—April 2009

- Copy-cataloged incoming books using Aleph.
- Prepared materials to be added to the collection.
- Collaborated with Special Collections to re-catalog books in the archives.

Circulation Student Assistant

Duggan Library, Hanover College

August 2007—April 2008

- Checked out and returned materials using Aleph.
- Shelved books cataloged using Library of Congress call numbers.
- Answered patron’s questions or directed them to other resources.

SELECTED PROFESSIONAL DEVELOPMENT

OpenCon Ohio, attendee	May 2024
Ignatian Educators of Distinction	May 2024
<i>Business Storytelling</i> , Xavier Leadership Center	April 2024
IR Manager Certification Course, Digital Commons	October 2023
OpenCon Ohio, attendee	May 2023
<i>Lean Certificate Program</i> , Xavier Leadership Center	October 2022
ODNFest, attendee	October 2022
BePress Mentoring Program, mentee	July 2022—Present
<i>Fundamentals of Metadata</i> , ALA Core web course	March 2022
CTE Book Discussion Group, member	
<ul style="list-style-type: none"> • <i>Reach Everyone, Teach Everyone: Universal Design for Learning in Higher Education</i> by Thomas J. Tobin and Kirsten T Behling 	Spring 2023
<ul style="list-style-type: none"> • <i>Academic Ableism: Disability and Higher Education</i> by Jay T. Dolmage 	Fall 2022
<ul style="list-style-type: none"> • <i>Relationship-Rich Education: How Human Connections Drive Success in College</i> by Peter Felten and Leo M. Lambert 	Spring 2022

SELECTED ACTIVITIES AND PRESENTATIONS (Xavier University)

Art Student Internship Supervisor	Summer 2024
Data Services Librarian Search Committee, Chair	Spring 2024
Faculty Writing Retreat On-Site Librarian	May 2024
New Hire Orientation, presenter	March 2024—Present
Celebration of Undergraduate Research and Creative Activity	April 2024
Digital Learning Day: Project-Based Learning, presenter	April 2024
Library Digital Accessibility Group, member	February 2024—Present
Teaching with Technology, presenter, Miro	January 2024
CORE 102, instructor (2 sections)	Spring 2024
AFMIX Cohort XIII	Fall 2023—Present
Communication Student Internship Supervisor	Fall 2023—Present
CORE 101, instructor (2 sections)	Fall 2023
Experiential Learning Task Force	July 2023
Faculty Writing Retreat On-Site Librarian	May 2023
Teaching with Technology, Wakelet , presenter	March 2023
Digital Learning Day: Project-Based Learning, presenter	February 2023
Human Library Planning Committee, member	January 2023—August 2023
Library Advisory Board, member	January 2023—December 2023
CORE 102, instructor (2 sections)	Spring 2023

Week of Research, 3MT	Spring 2023
Digital Commons North American Conference, attendee	November 2022
Teaching with Technology, presenter, Zotero	October 2022
Poetry Symposium and Humanities Reading Room Opening	October 2022
Inclusion Zone, OIDI DEI Training, attendee	October 2022
Manresa for New Employees, attendee	September 2022
OhioLINK Summit 2022, attendee	August 2022
CORE 101, instructor (2 sections)	Fall 2022
Digital Commons Mentoring Program, mentee	July 2022—Present
QPR Training	May 2022
Teaching with Technology, Tango , presenter	March 2022
National Library Week Planning Committee, member	February 2022—Present
Xavier Library Copyright Team, member	February 2022—Present
Digital Media Services Advisory Board, member	February 2022—Present
Learning Technologies Committee, member	January 2022—Present
AP Research Expert Advisor for MMHS	January 2022—Present

HIGHLIGHTS OF TEACHING EXPERIENCE

- CORE 101 and CORE 102 instructor of two sections per semester as part of Xavier's first-year experience required courses.
- Teaching with Technology online sessions for Tango, Zotero, Wakelet, and Miro for Xavier faculty through the Center for Teaching Excellence.
- Research and library skills instruction sessions for art, computer science, physics, English 101, FYS.
- Lead Makerspace team building for on campus groups and classes.
- Created and taught 21st Century Research Skills, a blended course at MMHS.
- Created and taught Makerspace, a blended course at MMHS where students learned how to creatively use various technologies through self-paced, project-based learning.
- Taught research instruction sessions for high school and college students in a variety of subjects focusing on research databases, evaluating information, and citation styles.
- Co-taught Computer Literacy, a required technology course for all first-year students at MMHS.
- Moderated Women Lead Technology, a competitive, for-credit career exploration program, by organizing projects, field trips, and speakers related to the fields of technology and design at MMHS.

HIGHLIGHTS OF LEADERSHIP EXPERIENCE

- Hires, trains, and supervises student workers in the Xavier Makerspace.
- Supervises Communications student intern at Xavier University.
- Received the President's Award for Excellence in May 2020 "in recognition for tremendous service to MMHS students, colleagues, and community" for implementing and guiding emergency online learning.
- Steered the Mercy Technology Committee, composed of faculty, staff, and administrators, to guide the school's technology vision and recommend changes to school leadership.
- Managed three of the four SSCC campus libraries each with different student and faculty needs, staff members with diverse backgrounds and personalities, and unique space challenges.

- Created and implemented training for new SSCC library staff members.
- Served as the head of the Technical Services department at WPL.
- Assumed the responsibilities of the WPL's Assistant Director in his/her absence or unavailability.

HIGHLIGHTS OF EXPERIENCE IN INSTRUCTIONAL PARTNERING

- Collaborated with Director of Celebration of Undergraduate Research and Creative Activity to create a conference structure in Exhibit and move the event to the library.
- Serves on the committee led by the Xavier Library and the Office of Diversity and Inclusion to bring a Human Library to Xavier University in Fall 2023.
- Works with faculty across disciplines on how to incorporate the Xavier Makerspace into their curriculum.
- Collaborated with Xavier's Center for Mission and Identity to serve as an on-site librarian during the inaugural faculty research retreat in Summer 2023 and again in Summer 2024.
- Collaborated with the Office of the Graduate School at Xavier to launch the Three Minute Thesis program in 2023.
- Served on the faculty-driven Courageous Conversations Committee to create school-wide educational programs and activities focusing on race, diversity, and inclusion.
- Collaborated with faculty members to create research instruction sessions for specific assignments and updated the corresponding LibGuides and Blackboard classes.
- Partnered with faculty members and administration to implement a school-wide summer reading program at all three high schools.
- Worked with professors across disciplines at SSCC to integrate information literacy and research skills into their courses.

HIGHLIGHTS OF EXPERIENCE AS INFORMATION SPECIALIST

- Manages [Exhibit](#), a digital repository provided by the Xavier University Library, gathers, preserves, and provides access to the scholarship, creative works, and records of the Xavier University community.
- Maintains various [LibGuides](#) associated with liaison areas and the Makerspace at Xavier University.
- Creates content and manages the Xavier Library social media accounts on [Instagram](#) and [Twitter](#).
- Managed the circulation, cataloging, collection development, reader's advisory, interlibrary loan, and library budget for three high school libraries.
- Assisted with the evaluation, selection, and acquisition of library materials for high school, academic, and public libraries.
- Maintained the accuracy and accessibility of various integrated library system's catalogs.
- Updated online library resources and instruction materials on MMHS's Blackboard and LibGuides.
- Published *Letters from the Librarian*, a weekly newsletter to faculty and staff highlighting library news and educational technology [<https://www.smores.com/u/lesliewhitford>]
- Reinforced the importance of copyright, the ethical use of information, and avoidance of plagiarism.
- Developed the social media presence of MMHS's library on Twitter and Instagram and SSCC libraries on Facebook.

PROFESSIONAL MEMBERSHIPS

American Library Association (ALA)
Academic Library Association of Ohio (ALAO)