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Unit HR Administrator

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MICHELLE M. STICHT

University of South Florida
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Tampa, FL 33525
msticht@usf.edu

EDUCATION

M.A., Medieval Studies, University of York, 2016
York, United Kingdom
Concentrations: 13th Century Art and Architecture
Dissertation: *William Greenfield – Memory and Memorial of a Medieval Archbishop of York*
Dissertation Advisors: Kate Giles, Ph.D., Stuart Harrison, D. Litt.

B.A., Art History, University of South Florida, 2011
Tampa, FL USA

A.A. Graphic Design, Endicott College, 1988
Beverly, MA USA

SKILLS PROFILE

- Leadership in organizational change
- Operational process improvement and oversight
- Employee engagement
- Supervision, performance management and team building
- Academic and business research and writing
- Historical and Archival Research
- Thirteenth Century Art and Architecture

CONFERENCE PRESENTATIONS

- *'Found in the Sepulchre of an Archbishop'*, Poster presentation. British Archaeological Association Annual Conference, York, UK 2017

RESEARCH CONTRIBUTIONS

- *York Minster Research Assistant*. Worked Stone Inventory. Summer, 2015
- *Research Contributor*. Florida Center for Instructional Technology - Clippix ETC. website. 2013
Chartres Cathedral Stained Glass – St. Anthony window; St. Albans –Decorated Ceiling and San Bernardino, Perugia – Tympanum sculpture of saint

<http://etc.usf.edu/clippix/picture/Chartres-cathedral-Stained-Glass-St-Antony-Visits-an-Elderly-Hermit-to-Learn-the-Monastic-Life.html>

EMPLOYMENT HISTORY

UNIVERSITY OF SOUTH FLORIDA, Tampa, FL **2016-Present**

- *Unit HR Administrator, USF Libraries, January 2017-Present*
- *National Academy of Inventors (NAI) Administrative Coordinator, USF Research & Innovation, March 2016-January 2017*

THE YORK GLAZIERS TRUST, York, United Kingdom **2015 - 2016**

- *Office Manager, October 2015-January 2016*

UNIVERSITY OF SOUTH FLORIDA, Tampa, FL **2005 - 2014**

- *Unit HR Coordinator, College of Marine Science, September 2012 to September 2014*
- *Unit HR Coordinator/Payroll Manager, Student Affairs Shared Services Center, July 2009-September 2012. Promoted to Unit HR Administrator, SASSC-HR Manager, August 201*
- *Office Manager, USF Counseling Center, March 2005- July 2009*

RAYMOND JAMES & ASSOCIATES, INC., St. Petersburg, FL **2003 - 2005**
Executive Assistant, Internal Audit Department

PROFESSIONAL MEMBERSHIPS

- International Council on Archives (ICA) 2020
- Institute of Conservation (ICON) 2019-Present
- British Archaeological Association (BAA) 2017-Present
- Medieval Academy of America 2009-2011, 2019-Present

VOLUNTEER WORK

- USF Libraries, Tampa, FL 2019-Present
Special Collections Rare Book Collection
- York Minster, York, UK-2014-2016
Minster Library
Minster Undercroft
- Castle Museum, York, UK-2015
- Museum of Fine Arts, St. Petersburg, FL-2012-2013
- Raymond James, St. Petersburg, FL 2003-2005
Fine Arts Collection Guide

