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Manager, Library Operations

Natalie Polson

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Natalie Polson

Library professional interested in promoting values of diversity and inclusivity while helping students and faculty achieve success in an academic library setting.

Education

ENROLLED SPRING 2020

Masters of Library Science / University of South Florida, Tampa, Florida

JUNE 2006

Bachelor of Arts in French / University of Utah, Salt Lake City, Utah

AUGUST 2002

Associate of Applied Arts in Graphic Design / Salt Lake Community College, Salt Lake City, Utah

Skills

- Analyze data input and indexing
- Experience in library services Including:
Circulation/Reserve/Stacks Maintenance
- /Acquisitions and Serials
- Teamwork and interdepartmental collaboration
- Library Cataloging practices
- Automated Library Circulation Systems
- Experience in various integrated library systems and vendor software
- Working with diverse faculty, staff and students

Experience

MARCH 2020 – ONGOING

Head, Access Services / Nelson Poynter Memorial Library, University of South Florida, St. Petersburg, Florida

SEPTEMBER 2014 – MARCH 2020

Serials Specialist / Nelson Poynter Memorial Library, University of South Florida, St. Petersburg, Florida

JULY 2012 – JUNE 2014

Quality Assurance Specialist / Digital Divide Data, Phnom Penh, Cambodia

FALL 2013 – SPRING 2014

**English Language Teacher / Pannasastra University,
Phnom Penh, Cambodia**

SEPTEMBER 2010 – MAY 2012

Circulation Coordinator / Marriott Library, University of Utah, Salt Lake City, UT

SEPTEMBER 2006 – SEPTEMBER 2010

**Collection Services Coordinator / Marriott Library, University of Utah,
Salt Lake City, UT**

FEBRUARY 2005 – SEPTEMBER 2006

Library Aide / Marriott Library, University of Utah, Salt Lake City, UT

Professional Service

Florida Academic Library Services Cooperative

ILS Acquisitions / Serials Working Group Member 2016-2018

TSSC Standing Committee Non-voting Member 2015-2020

USFSP, Nelson Poynter Memorial Library (NPML)

Display & Exhibit Committee Member 2015-2020

Diversity Committee Member 2015-2017

American Library Association member 2020

Volunteerism

Captioner/khmerlegacies.com/

Fall 2011- Spring 2012

English teacher/IRC: International Rescue Committee

Fall 2011- Spring 2012