
W. Cole Williamson

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Summary

Looking forward to assisting undergraduate students develop their knowledge of the skills and tools of information literacy that they will need to be successful in their pursuits.

- Hold Master of Science Degree in Library & Information Science and Bachelor of Arts Degree in History.
- Experienced in reference services through a variety of media and for patrons of various backgrounds and goals.
- Dedicated to enthusiastic and dynamic library instruction with the goal of giving students the best chance at a positive academic career.

Education & Honors**M.L.S. Library & Information Science**

University of North Texas, Denton, TX. 2010

Bachelor of Arts History

University of Houston, Houston, TX. 2005

Phi Kappa Phi Honors Society Member**Phi Alpha Theta History Honors Society Member**

Key Qualifications

Library Science degree from an institution accredited by the ALA.

Experience with library instruction for developmental levels to undergraduate students in both one shot and embedded formats. Content of instruction includes research methodology, information literacy, use of print resources, online databases, library catalog, citation support, and the ability to discern reliable or scholarly resources during research.

Performance of reference interviews and services at the undergraduate level either in person or via telephone, e-mail, online chat, texting, or scheduled office consultation.

Assist patrons with performing interlibrary loan requests for resources outside of library collections.

Skill in the assessment, use, development, and maintenance of print and electronic collections for early college high school through undergraduate level.

Knowledge of and strong personal use of emerging Web 2.0 technologies including social networking, wikis, and smart phone apps. Experience with their uses in library service as well as the marketing of those services.

Practical experience in the design, creation, and implementation of online library guides for use by on campus and online students.

Vast experience in working with students and patrons of various ages as well as from a variety of ethnic, ideological, and socioeconomic backgrounds.

History of professionalism with coworkers and demonstrated ability at being flexible and working in a collaborative team environment for both operational and long term strategic purposes.

Strong interest in a variety of fields and disciplines and a desire to use library service as a learning experience.

**Employment
History****Instruction Librarian for Sam Houston State University in Huntsville, TX.**

July 2014 – Current

- Conduct library instructional sessions for students covering information literacy, research methodology/skills, selection and identification of resources for one shot or embedded classrooms.
- Maintain library instruction classrooms checking status of presentation and lab equipment.
- Marketing of library instructional resources to various academic departments as well as other library services.
- Provide reference services to students in person or via chat, e-mail, telephone, or scheduled office consultations.
- Performance of bibliographic duties for the academic areas of general science, physics, technology, and computer science.
- Design, create, and implement online library guides designed to assist online and hybrid students with research techniques and information literacy skill sets.
- Participation in team planning meetings with reference/instruction staff as well as with other library departments for both operational and strategic purposes.
- Engage with collegiate committees for strategic student guidance between various academic departments.
- Research and publishing activities that further the continual academic output of the university.

**Reference/Instruction Librarian for Front Range Community College in
Westminster, CO.**

September 2013 – May 2014

- Perform library instruction sessions at the request of faculty on such topics as information literacy, research methodology/skills, resource usage in a variety of formats, and assignment specific techniques in one shot or embedded formats.
- Provide reference services to students and public library patrons in person or via e-mail, telephone, or scheduled office consultations.
- Assist patrons in requesting materials through interlibrary loan when such resources are not available through the library.
- Examine appropriate journals and reviews to assist in collection development in accordance with the needs of patron base.
- Market library services by maintaining dialogue with faculty, collaboration with campus and student activities department, acting as a faculty advisor for student clubs, and participation in new student orientation activities.
- Design, create, and implement online library guides designed to assist online and hybrid students with research techniques and information literacy skill sets.
- Oversee library facilities by maintaining an environment conducive to research, observing opening and closing procedure in accordance with library policy, and managing student workers and closing register during evening shifts.
- Participation in team planning meetings with reference/instruction staff as well as with other library departments for both operational and strategic purposes.
- Collaboration with public library staff as part of partnership with the city.

Reference Librarian for Lone Star College – Kingwood in Kingwood, TX.

August 2011 – August 2013

- Provide instruction to students and faculty in the use of library resources through verbal classroom instruction using emerging instructional technologies.
- Perform reference services to students, faculty, and patrons in person or through other media including phone, e-mail, and chat services.
- Improve library resources through continual collection development and maintenance in either print or electronic formats as befits the needs of students and faculty.
- Foster an environment that is conducive to learning and the improvement of information literacy skills.
- Maintain a dialogue with professional colleagues and patrons to better assess research needs.

Research Assistant for Sam Houston Regional Library and Research Center in Liberty TX.

January 2008 – June 2011

- Assist patrons with research requests in areas such as genealogy, land records, and historical inquiries either in person or via telephone, mail, and e-mail, as well as answering questions about facilities and holdings.
- Keep track of new donations by maintaining accession log, storing new donations for future processing, and assisting archivist with processing of materials.
- Perform collection maintenance through reorganization of shelving space, relabeling, and the creation of indexes.
- Management and purchase of office and cleaning supplies through coordination with main Austin office using purchase orders.
- Clerical duties including creation of letters, filing, and managing phone calls.

Academic Advisor for College of the Mainland in Texas City, TX.

June 2006 – September 2007

- Provide assistance to students with registration including evaluation of placement testing scores for developmental needs and the selection of courses to meet student goals.
- Creation of degree plans with students in cooperation with guidelines set by academic department heads as well as other universities for transfer students.
- Assist testing department with administering of placement, distance education, or CLEP exams.

Substitute Teacher for Dayton Independent School District in Dayton, TX.

March 2006 – May 2006

- Supervision of students, administering of assignments and exams, and handling disciplinary procedures when necessary.
- Ensure the curriculum is carried out in the teacher's absence and followed by the students.

**Computer &
Office Skills**

Knowledge of Windows XP, Vista, 7, and 8 operating systems, Microsoft Office Suite programs (Word, Excel, Power Point, etc.), Google Office programs (Docs, Sheets, Slides, Drawings, etc.) and internet browsing software including Internet Explorer, Chrome, and Firefox.

Experience using Web 2.0 software including Facebook, Adobe media products, streaming video, screen casting, and iTunes.

Use of Horizon library circulation software, Colleague by Datatel for college records, and common library databases including Ebscohost products (Academic Search Complete, CINAHL Plus, etc.), Gale products (Opposing Viewpoints, Science in Context, etc.) as well as Credo, Project MUSE, JSTOR, and others.

Typing at 60 wpm as well as use of common office equipment including copiers, faxes, printers, print card machines, multi-line telephones, and scanners.

Reference List

Professional

Cynthia Rain

Coordinator of Reference Services

3705 W 112th Ave, L-246

Westminster, CO 80031

(303) 404-5132

cynthia.rain@frontrange.edu

Professional

Joe Grobelny

Coordinator of Instruction Services

3705 W 112th Ave, L-244

Westminster, CO 80031

(303) 404-5499

joseph.grobelny@frontrange.edu

Professional

Beggan, Hope

Reference Librarian/Professor

20000 Kingwood Dr., LIB 106C

Houston, TX 77339

(281) 312-1748

hope.m.beggan@lonestar.edu