

CURRENT POSITION

Accessioning Archivist, Manuscript Unit → [September 2016-present]

Beinecke Rare Book and Special Collections Library, Yale University

Serves as a member of the Manuscript Unit's five-person accessioning team. Processes and catalogs new acquisitions to a basic level so that they are discoverable & available for research as soon as possible after acquisition. Assists with other aspects of managing the accessioning of manuscript materials acquired by the Beinecke, including arranging & receiving shipments, verifying new acquisitions against available descriptions, and creating/reviewing accession records. Uses ArchivesSpace to prepare finding aids according to relevant standards & established local practice. Creates collection-level records in MARC format for the library's online catalog. Plans, directs, & reviews work of processing assistants and student assistants. Assists in preservation assessment of collections & in selection of materials for conservation treatment. Assists in the ongoing development of the unit's accessioning & processing procedures for archival collections.

EDUCATION

- **Pratt Institute → MSLIS with Distinction → Advanced Archives Certificate [2009-2011]**
Studied archives and special collections, art librarianship, cataloging, and metadata
- **New School University → MA coursework → Liberal Studies + Art History [2007-2010]**
Studied 20th century American art history, cultural criticism, humanities, and writing
- **New School University → BA with Honors → Visual Studies + Fiction Writing [2004-2007]**
Studied 20th century art history, writing, experimental poetry, and contemporary American fiction
- **Northwestern University → BA coursework → Literature + English Education [1998-2001]**
Studied contemporary American fiction and poetry, writing, and English Education

PROFESSIONAL SERVICE AND MEMBERSHIP

Society of American Archivists [2009-present]

- Current section participation: Acquisitions and Appraisal Section, Issues and Advocacy Section, Description Section, Women's Collections Section, Women Archivists Section
- Appointed member, Committee on Ethics and Professional Conduct → [2018-2021]
- Mentor, SAA Mentoring Program → [2017-present]
- Co-chair, SAA Women's Collections Section → [2016-2018]

New England Archivists [2014-Present]

- Current roundtable participation: Academic Archivists Roundtable, LGBTQ Roundtable
- Member, NEA Nominating Committee → [2018-present]
- Co-chair, NEA Inclusion and Diversity Committee → [2017-2020]
- Member, NEA Spring 2018 Program Committee → [2017-2018]
- Code of Conduct Working Group, NEA Inclusion and Diversity Committee → [2015-2016]

American Library Association + Association of College and Research Libraries [2014-present]

- Current section participation: Arts Section, College Libraries Section, Rare Books and Manuscripts Section, Women's and Gender Studies
- Appointed member, RBMS 2019 Program Committee → [2018-2019]

PRESENTATIONS

- “a (not so) sudden perception of accessioning: value, labor, and impact,” invited speaker for OCLC *Articulating Accessioning* webinar [**November 2018**]
- “Obligations and Expectations: Pushing Collections to the Front of the Queue,” *Appraisal and Acquisitions* session → New England Archivists fall meeting [**October 2018**]
- “Memories Can’t Wait: the Confluence of Emotional, Physical, and Intellectual Labors in Accessioning Work,” *Making the Invisible Accessible: The Complex Labor of Archival Accessioning* → SAA annual conference [**August 2018**]
- “What is Radical Empathy in Archival Practice?: A Very Brief Introduction,” *Radical Empathy in Archival Practice* → NEA/A.R.T. spring meeting [**March 2018**]
- Session organizer and chair for *Intersectionality in Identity-Focused Archives: Lightning Talks Presented by the Women’s Collections Roundtable* → SAA annual conference [**July 2017**]
- “Anxiety, Ambition, Structure, and Motivation,” *The Work of Finding Work: Strategies for Success, Self-Care, and Professional Sustainability* → RBMS conference [**June 2017**]
- Chair/speaker/discussant for *Grant Cycles, Deadlines, and Labor Advocacy: A Roundtable about the Changing Work of Project Archivists* → MARAC spring meeting [**April 2016**]
- “Ready the Spotlight: An Examination of the Samuel French Archive in Progress,” invited Theatre Library Association plenary speaker → ASTR/TLA joint conference [**November 2015**]

RECENT RECOGNITION

- New England Archivists Meeting and Travel Assistance Scholarship [2017]
- Books Tell You Why Rare Book School Scholarship [2016]
- IMLS-RBS fellowship for Early-Career Librarians [2015]

PROFESSIONAL EDITING + PEER REVIEW

- *Journal of Contemporary Archival Studies*
 - Managing Editor [2019-present]
 - Associate Editor + Book Reviews Co-coordinator [2016-2019]
 - Peer reviewer [2014-2016]
- *The Reading Room: A Journal of Special Collections*
 - Editorial Board [2017-present]
 - Peer reviewer [2015-2017]
- *Journal of Critical Library and Information Studies*
 - Peer reviewer [2016-present]
- *American Archivist*
 - Peer reviewer [2015-present]

SELECTED PROFESSIONAL EDUCATION

- The Queer Book → **London Rare Book School** [accepted for July 2019]
- Creating an Inclusive Space for Transgender + Non-binary Individuals → **Yale workshop** [2019]
- Developing Collections: Donors, Libraries and Booksellers → **Rare Book School** [2019]
- Aspiring Manager Program → **Yale workshop** [2018]
- Privacy and Confidentiality Issues in Digital Archives → **SAA workshop** [2018]
- Feminist Librarianship: Re-Envisioning Library Work → **ALA month-long e-course** [2018]
- Unconscious Bias Training → **Yale workshop** [2018]
- Cultural Diversity Competency seminar → **SAA workshop** [2018]
- Principled Archivists: How to the Make the New DACS Principles Work For You and Your Users → **NEA workshop** [2018]
- Forming Names According to RDA Part 1 + Part 2 → **SAA webinars** [2018]
- Describing Archives: A Content Standard → **SAA workshop** [2017]
- “Textual Mobilities: Words, Languages, Books, and Colonial Encounters” + “Texting: Bibliographical Approaches to Printing Types and Typography” → **Rare Book School workshops** [2017]
- MARC for Archival Description → **SAA workshop** [2017]
- The History of European and American Papermaking → **Rare Book School** [2017]
- Fundamentals of Project Management for Archivists → **SAA workshop** [2017]
- History of the Book 200-2000 → **Rare Book School** [2015]

WRITINGS

- Davis, Rosemary K. J. (2018). “Report on ‘Ethical Dilemmas in the Archives’ session.” *NEA Newsletter*, Vol. 45, No. 1, pp. 17-18.
- Davis, Rosemary K. J. (2017). “Review of *Appraisal and Acquisition Strategies*.” *Journal for the Society of North Carolina Archivists*, Vol. 14, pp. 33-36.
- Davis, Rosemary K. J. (2017). “Review of *Teaching with Primary Sources*.” *NEA Newsletter*, Vol. 44, No. 4, pp. 15-17.
- Davis, Rosemary K. J. (2016). “Review of *Frank Stella: Prints, A Catalogue Raisonne*.” *ARLIS/NA Reviews*. Retrieved from <https://www.arlisna.org/publications/reviews/1090-frank-stella-prints-a-catalogue-raisonne>.
- Davis, Rosemary K. J. (2016). “Review of *The Art of Typewriting*.” *ARLIS/NA Reviews*. Retrieved from <https://arlisna.org/publications/reviews/923-the-art-of-typewriting>.
- Davis, Rosemary K. J. (2015). “Review of Extensible Processing for Archives and Special Collections: Reducing Processing Backlogs.” *The American Archivist: Fall/Winter 2015*, Vol. 78, No. 2, pp. 584-588.
- Davis, Rosemary K. J. (2015). “Review of *Ephemeral Material: Queering the Archive*.” *NEA Newsletter*, Vol. 42, No. 2, p. 15.
- Davis, Rosemary K. J. (2014). “Review of *[Through the] Archival Looking Glass: A Reader on Diversity and Inclusion*.” *Journal for the Society of North Carolina Archivists*, Vol. 11, No. 2, pp. 81-86.

PAST EMPLOYMENT

Samuel French Collection Processing Archivist → [July 2014-August 2016]

Amherst College Special Collections

Arranged and described 463 linear feet of materials in the Samuel French collection of theatrical publications and documentation. Wrote an EAD-encoded finding aid using Archivists' Toolkit and ArchivesSpace. Managed student worker processing projects. Coordinated outreach efforts including presenting at professional conferences and contributing write-ups to the Archives' blog/other outlets.

Project Archivist Intern, C. J. Lambertsen Papers → [May 2013-June 2014; June-October 2012]

Duke University Medical Center Archives

Performed two iterations of arrangement and description for the C. J. Lambertsen papers (273 lf). Created an EAD-encoded finding aid using Archivists Toolkit. Digitized materials for repository access/storage.

Audiovisual Collections Intern → [November 2012-August 2013]

Rubenstein Rare Book and Manuscript Library, Duke University

Arranged and described archival materials related to the Jazz Loft Project (20 lf). Created an EAD-encoded finding aid using Archivists' Toolkit. Assisted with rehousing and digitizing audiovisual materials from the Doris Duke collections. Coordinated media transfers with the Duke Digital Production Center. Processed oral history transcripts and tapes. Edited digital oral history recordings for online use by researchers.

Isobel Craven Drill Intern → [June 2011 to May 2012]

Rubenstein Rare Book and Manuscript Library, Duke University

Completed technical processing of multiple archival collections. Created EAD-encoded finding aids using Archivists' Toolkit and NoteTab. Generated accession records for incoming acquisitions using Aleph and Archivists' Toolkit. Co-curated a physical/virtual exhibition of archival materials. Other projects included: building a LibGuide for visual materials in the Duke University Archives holdings, establishing/maintaining social media, surveying collection control files, reference cross-training, and answering reference questions related to the University Archives.

Processing Archivist Intern → [Jan. 2011-May 2011]

Archives, the Metropolitan Museum of Art

Projects included: arrangement and description of 19th c. financial records; implementing MPLP and using Archivists' Toolkit to create accession/resource records for unprocessed collections; generating an inventory of historical exhibition records.

Processing Archivist Intern → [Jun. 2010-May 2011]

Fales Library and Special Collections, New York University

Completed arrangement, description, rehousing, and simple conservation treatments for archival collections including the Guerrilla Girls archive, Split Britches archive, and three archives from the Riot Grrrl collection. Created EAD-encoded finding aids using Archivists' Toolkit. Cataloged and inventoried a variety of materials including photography, film, ephemera, and other media in multiple collections.

REFERENCES CHEERFULLY PROVIDED UPON REQUEST.