

CURRENT POSITION

Accessioning Archivist, Manuscript Unit → [September 2016-present]
Beinecke Rare Book and Special Collections Library, Yale University

Primary Responsibilities

- Serves as a member of the Manuscript Unit's Accessioning Team to process and catalog new acquisitions to a basic level so 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 archival accessioning & processing procedures

Service to the Beinecke and Yale Communities

- Yale Archival Management Systems Committee → [2018-present]
 - Working group for ArchivesSpace UX testing → [2019-2020]
- Appointed fellow, Pauli Murray College → [2017-present]
 - Advisor for undergraduate students → [2018-present]
- Beinecke Workplace Safety Task Force → [2018-2019]
- Speaker Series Committee → [2017-2019]
 - Co-chair [January 2017-July 2018]
- Beinecke Summer Internship Working Group → [2017-2018]
 - Hired, managed, and mentored full-time intern based in Accessioning Team [Summer 2018]

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

SELECTED PROFESSIONAL EDUCATION

■ 2020

- Demystifying Data Analysis [SAA workshop]
- Genealogy for Librarians and Archivists [New England Historic Genealogical Society webinars]
- Indigenous Collections: Care, Research & Representation [University of Rhode Island webinar]
- Arrangement & Description: Fundamentals [SAA foundational exam]
- Trans and Gender Non-Conforming Inclusion in Libraries [ACRL webinar]

■ 2019

- The Collaboration Between Advancement and Special Collections: How Does It Help with Donor Relations? [ASERL webinar]
- ArchivesSpace and Airtable for Improved Workflow Management [Society of California Archivists webinar]
- The Queer Book [London Rare Book School]
- Appraisal for Arrangement and Description [SAA webcast]
- Creating an Inclusive Space for Transgender + Non-binary Individuals [Yale workshop]
- Developing Collections: Donors, Libraries and Booksellers [Rare Book School]

■ 2018

- Aspiring Manager Program [Yale workshop]
- Privacy and Confidentiality Issues in Digital Archives [SAA workshop]
- Feminist Librarianship: Re-Envisioning Library Work [ALA month-long e-course]
- Unconscious Bias Training [Yale workshop]
- Cultural Diversity Competency seminar [SAA workshop]
- Principled Archivists: Making New DACS Principles Work For You & Your Users [NEA workshop]
- Forming Names According to RDA Part 1 + Part 2 [SAA webinars]

■ 2017

- Describing Archives: A Content Standard [SAA workshop]
- “Textual Mobilities: Words, Languages, Books, and Colonial Encounters” + “Texting: Bibliographical Approaches to Printing Types and Typography” [Rare Book School workshops]
- MARC for Archival Description [SAA workshop]
- The History of European and American Papermaking [Rare Book School]
- Fundamentals of Project Management for Archivists [SAA workshop]

■ 2015-2016

- Feminist Scholars Digital Workshop [HASTAC virtual workshop]
- History of the Book 200-2000 [Rare Book School]

PROFESSIONAL SERVICE AND MEMBERSHIP

Society of American Archivists [2009-present]

- Current section and committee participation:
 - Appointed member, Committee on Ethics and Professional Conduct → [2018-2021]
 - Chair → [2020-2021]
 - Vice Chair/Chair Elect → [2019-2020]
 - Acquisitions and Appraisal Section → [2017-present]
 - Description Section → [2012-present]
 - Issues and Advocacy Section → [2013-present]
 - Women's Collections Section → [2010-present]

- Women Archivists Section → [2009-present]
 - Steering committee member → [2019-2022]
- Past appointments and participation:
 - Mentor for the Mentoring Program → [2017-2019]
 - Co-chair, Women's Collections Section → [2016-2018]

New England Archivists [2014-Present]

- Current roundtable and committee participation:
 - Co-chair, Inclusion and Diversity Committee → [2017-2020]
 - Academic Archivists Roundtable
 - LGBTQ Roundtable
- Past appointments and participation:
 - Member, Nominating Committee → [2018-2019]
 - Member, Spring 2018 Program Committee → [2017-2018]
 - Code of Conduct Working Group → [2015-2016]
 - Member, Awards Committee → [2015]

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
- Past appointments and participation
 - Appointed member, RBMS 2019 Program Committee → [2018-2019]
 - Served on selection subcommittees for plenary speaker and participant-driven sessions

CONFERENCE ATTENDANCE AND PRESENTATIONS

- **2021**
 - RBMS conference [Milwaukee, WI] → **rescheduled from 2020 due to COVID-19**
 - **Chair/speaker** → “Invisible Interdependencies: Unveiling Hidden Labor in Collection Management” session
- **2020**
 - Society of Georgia Archivists annual meeting [virtual]
 - **Speaker** → “Caring for Collections: The Role of Accessioning in Effective Archival Stewardship” session
 - SAA annual conference [virtual due to COVID-19]
 - **Chair/speaker** → “Major Revisions Required: Archival Scholarship and the Complexities of Publishing” session
 - Association of Canadian Archivists annual conference [virtual due to COVID-19]
 - NEA spring meeting [Providence, RI] → **conference cancelled due to COVID-19**
 - **Chair/speaker** → “Caring for Collections: The Role of Accessioning in Effective Archival Stewardship” session
- **2019**
 - SAA annual conference [Austin, TX]
 - **Speaker** → “maybe she just has to sing for the sake of the song,” *Low Pay in Archives: Review of Recent Events, and Where Do We Go From Here?* session

- RBMS conference [Baltimore, MD]
- Flair Symposium “Ethical Challenges in Cultural Stewardship” [Austin, TX]
- The Rapidly Changing Landscape of Archive Stewardship in Contemporary Art Symposium organized by the Hauser and Wirth Institute [New York, NY]
- **2018**
 - OCLC *Articulating Accessioning* webinar
 - **Invited speaker** → “a (not so) sudden perception of accessioning: value, labor, and impact”
 - NEA fall meeting [Boston, MA]
 - **Speaker** → ”Obligations and Expectations: Pushing Collections to the Front of the Queue,“ *Appraisal and Acquisitions* session
 - SAA annual conference [Washington, DC]
 - **Chair/speaker** → “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* session
 - Gender and Sexuality in Information Studies Colloquium [Boston, MA]
 - Is This Permanence: Preservation of Born-digital Artists’ Archives symposium [New Haven, CT]
 - Artist Archives Initiative symposium at Fales Library & Special Collections, Bobst Library, New York University [New York, NY]
 - NEA spring meeting [New Haven, CT]
 - **Speaker** → “What is Radical Empathy in Archival Practice?: A Very Brief Introduction,“ *Radical Empathy in Archival Practice* session
- **2017**
 - Bibliography Among the Disciplines [Philadelphia, PA]
 - NEA fall meeting “Infinite Conversations” [Cambridge, MA]
 - SAA annual conference [Portland, OR]
 - **Chair** → “Intersectionality in Identity-Focused Archives: Lightning Talks presented by the Women’s Collections Roundtable“ session
 - RBMS conference [Iowa City, IA]
 - **Chair/speaker** → “Anxiety, Ambition, Structure, and Motivation,“ *The Work of Finding Work: Strategies for Success, Self-Care, and Professional Sustainability* session
 - Artist Archives Initiative symposium at Fales Library/Bobst Library, NYU [New York, NY]
 - NEA spring meeting [Hyannis, MA]
- **2016**
 - MARAC spring conference [Pittsburgh, PA]
 - **Chair/speaker/discussant** → *Grant Cycles, Deadlines, and Labor Advocacy: A Roundtable about the Changing Work of Project Archivists*
 - Documenting Punk Social Change Colloquium [Amherst, MA]
- **2015**
 - ASTR/TLA joint conference [Portland, OR]
 - **Invited Theatre Library Association plenary speaker** → "Stepping Into the Spotlight: An Examination of the Samuel French Archive in Progress"
 - Performing the Archive conference [Galway, IRL]
 - **Speaker** → "Stepping Into the Spotlight: An Examination of the Samuel French Archive in Progress"
 - RBMS conference [Oakland, CA]
 - Cataloging Hidden Special Collections and Archives Symposium and Unconference: Innovation, Collaboration, and Models [Philadelphia, PA]

■ 2014-2012

- SAA annual conference [Washington D.C.]
- Art Museum Libraries Symposium at the Peabody Essex Museum [Salem, MA]
- Society of North Carolina Archivists annual conference [Greenville, NC]

■ 2011

- SAA annual conference [Chicago, IL]
- MARAC spring conference [Alexandria, PA]
 - **Speaker** → “Art, Activism, & Grrrl Power: Archiving Contemporary Feminism”
- ARLIS/NA + VRA joint spring conference [Minneapolis, MN]

■ 2010

- MARAC fall conference [Harrisburg, PA]
- Contemporary Artists Books conference [Long Island City, NY]
- SAA annual conference [Washington D.C.]
- ARLIS/NA annual conference [Boston, MA]
- “Digital Archives: Navigating the Legal Shoals” symposium at Columbia University Law [New York, NY]

RECOGNITION

- SAA Foundation Strategic Growth Grant [2020]
- Research grant from Yale University Library’s Standing Committee on Professional Awareness [2019]
- 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]
- Kress Foundation attendance scholarship for Art Museum Libraries Symposium [2012]
- Marsha Trimble MARAC meeting travel scholarship [2011]
- Celine Palatsky travel award from ARLIS/NY [2010]

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 [2017-2020]
 - Peer reviewer [2015-2017]
- *Journal of Critical Library and Information Studies*
 - Peer reviewer [2016-present]
- *American Archivist*
 - Peer reviewer [2015-present]

WRITING

- Definition of “archival accessioning” for *The Handbook of Archival Practice*, forthcoming from Rowman & Littlefield publishers (2021).

- Davis, Rosemary K. J. (2020). "Review of *I Stand in My Place with My Own Day Here: Site-Specific Art at The New School*." *ARLIS/NA Reviews*. Retrieved from <https://www.arlisna.org/publications/reviews/2067-i-stand-in-my-place-with-my-own-day-here-site-specific-art-at-the-new-school>
- Davis, R. (2019, November 12). maybe she just has to sing for the sake of the song (blog post). Retrieved from <https://archivesaware.archivists.org/2019/11/12/responses-retrospectives-maybe-she-just-has-to-sing-for-the-sake-of-the-song-rosemary-k-j-davis-on-student-loan-debt-and-its-impact-on-the-archival-profession/>.
- 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. (2015). "Review of *Art History and Fetishism Abroad: Global Shiftings in Media and Methods*." *ARLIS/NA Reviews*. Retrieved from <https://arlisna.org/publications/reviews/681-art-history-and-fetishism-abroad-global-shiftings-in-media-and-methods>.
- 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.