

CURRENT POSITION

Head, Archival Accessioning, Acquisitions and Collections Control Unit, Special Collections Technical Services → [July 2022-present]

Beinecke Rare Book and Special Collections Library, Yale University

Primary Responsibilities

- Performs and leads archival accessioning duties including: pre-custodial appraisal; relationship development + maintenance with donors, creators, booksellers, and vendors; facilitation of packing and transportation for incoming collection material; verification of new acquisitions; payment and acknowledgement of new purchases, gifts, and transfers; creation + review of accurate archival accession records; creation of preservation assessments for incoming collections; identifying materials in need of conservation treatment; archival description and stabilization; and rehousing of collection material.
- Directly supervises staff members whose work is devoted chiefly to archival accessioning. Collaborates to ensure the timely and effective completion of all accessioning-related functions for archival materials.
- With the Head for Print Acquisitions, functions as part of a leadership team leading ongoing strategic planning and policy development within the Acquisitions and Collections Control Unit. Collaborates with other Special Collections Technical Services + Yale University Library colleagues to achieve shared goals.

Service to the Beinecke and Yale Communities

- Archives Advisory Group, Special Collections Technical Services → [2023-present]
- ADU Workflows and Documentation Task Force, Special Collections Technical Services → [2022-present]
- Appointed fellow, Pauli Murray College → [2017-present]
 - Advisor for undergraduate students → [2018-present]
- Sustainable Stewardship Study Group → [2023]
- Manuscript Accessioning Task Force, Special Collections Technical Services → [2023]
- Yale University Library Promotion Review Committee → [2021-2022]
- Yale Archival Management Systems Committee → [2018-2021]
 - Working group for ArchivesSpace UX testing → [2019-2021]
- 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]

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 mid-20th century art history, cultural criticism, humanities, and nonfiction writing
- **New School University → BA with Honors → Visual Studies + Fiction Writing [2004-2007]**
Studied mid-20th century art history, experimental poetry, and contemporary fiction
- **Northwestern University → BA coursework → Literature + English Education [1998-2001]**
Studied fiction and poetry, writing, and English Secondary Education

SELECTED PROFESSIONAL EDUCATION

■ 2023

- Generative Conflict at Work [Right to Be webinar]
- Inclusive Manager's Toolkit [DeEtta Jones course]
- *Managing for Results* course cycle [Yale University]

■ 2022

- Queer and Feminist Archival Practices [California Rare Book School]
- *Managing at Yale Essentials* and *Great Manager* course cycles [Yale University]
- Is This a Book or a Manuscript? (And Why Should I Care?) [RBMS virtual workshop]

■ 2021

- Identifying and Understanding Twentieth-Century Duplicating Technologies [Rare Book School]
- Works in Progress Webinar: Holistic approaches to born-digital appraisal and accessioning — revising the UC Guidelines [OCLC webinar]

■ 2020

- Archival Silences in the Present Moment [Princeton webinar]
- When WHITE Libraries Happen to BLACK Rare & Distinctive Collections: Finding Pathways from Marginalization to Narratives of Empowerment [Cornell RAD webinar]
- 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]
- 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 & Airtable for 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]
- Feminist Librarianship: Re-Envisioning Library Work [ALA month-long e-course]
- Cultural Diversity Competency seminar [SAA workshop]
- Principled Archivists: Making New DACS Principles Work For You & Your Users [NEA workshop]

■ 2017

- “Textual Mobilities: Words, Languages, Books, and Colonial Encounters” + “Texting: Bibliographical Approaches to Printing Types and Typography” [Rare Book School workshops]
- The History of European and American Papermaking [Rare Book School]

■ 2015-2016

- History of the Book 200-2000 [Rare Book School]

PROFESSIONAL SERVICE AND MEMBERSHIP

Society of American Archivists [2009-present]

- National Best Practices for Archival Accessioning Working Group (sponsored by SAA Standards Committee)
 - Co-chair + grant liaison + member of the Guiding Principles Subgroup → [2023-2024]
 - Grant Liaison + member of the Labor, Ethics, Relationships, Work Environment Subgroup → [2022-2023]
 - Co-chair + grant liaison + member of the Labor, Ethics, Relationships, Work Environment Subgroup → [2021-2022]
 - Co-founder → [2021]
- Current section and committee participation:
 - Accessioning, Acquisitions, and Appraisal Section → [2017-present]
 - Immediate Past Chair → [2023-2024]
 - Chair → [2022-2023]
 - Vice Chair/Chair Elect → [2021-2022]
 - 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:
 - Appointed member, Committee on Ethics and Professional Conduct → [2018-2021]
 - Chair → [2020-2021]
 - Vice Chair/Chair Elect → [2019-2020]
 - 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

EVENT ATTENDANCE & PRESENTATIONS ON MY WORK

■ 2023

- Society of American Archivists annual conference [Washington, D.C.]
- RBMS conference [Bloomington, IN]
 - **Co-discussant** → Wait, I'm the Boss Now?: Challenges & Burdens of Transitioning to Frontline Collection Management
- National Best Practices for Archival Accessioning Best Practices summit [Providence, RI]

■ 2022

- Society of American Archivists annual conference [Boston, MA]
 - **Invited speaker** → Standards Committee annual business meeting and program
- RBMS conference [virtual]
- Conference on Academic Library Management [virtual conference]
- Provenance in Place [Archival Technologies Lab virtual symposium]

■ 2021

- Presentation to New-York Historical Society intern cohort on pathways to an archival career and the Walter O. Evans collection of Frederick Douglass and Douglass Family papers
 - **Invited speaker**
- SAA research forum [virtual]
 - **Co-presenter** [with Meaghan O'Riordan] → Caring for Collections: The Role of Accessioning in Effective Archival Stewardship
- "The Power of Archival Accessioning"– book launch and critical conversation
 - **Invited speaker and panelist**
- Archival Education and Research Initiative (AERI) [virtual]
 - **Co-presenter** [with Meaghan O'Riordan] → Caring for Collections: The Role of Accessioning in Effective Archival Stewardship
- RBMS conference [virtual]
 - **Chair** → Invisible Interdependencies: Unveiling Hidden Labor in Collection Management
 - **Speaker** [co-presented with Meaghan O'Riordan] → Every Little Thing She Does... Isn't Actually Magic: Labor & Relationship Management in Archival Accessioning

■ 2020

- Society of Georgia Archivists annual meeting [virtual]
 - **Co-presenter** [with Meaghan O'Riordan] → Caring for Collections: The Role of Accessioning in Effective Archival Stewardship
- Archivists' Round Table New York Archives Week Symposium [virtual]
- SAA annual conference [virtual due to COVID-19]
 - **Chair/speaker** → Major Revisions Required: Archival Scholarship and the Complexities of Publishing
- Association of Canadian Archivists annual conference [virtual due to COVID-19]
- NEA spring meeting [Providence, RI] → **conference canceled due to COVID-19**
 - **Chair/speaker** → Caring for Collections: The Role of Accessioning in Effective Archival Stewardship

■ 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?*
- 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*
- 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*

■ 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 → Women’s Collections Roundtable
- 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
- 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 [New York, NY]

RECOGNITION

- National Leadership Grant for Libraries from Institute of Museum and Library Services [2022]
- 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 American Archivist*
 - Co-editor, special section focused on archival accessioning [2023-present]
 - Peer reviewer [2015-present]
- *Journal of Critical Library and Information Studies*
 - Peer reviewer [2016-present]
- *The Reading Room: A Journal of Special Collections*
 - Editorial Board [2017-2020]
 - Peer reviewer [2015-2017]

WRITING

- **[forthcoming]** Davis, Rosemary K. J. (2023). "Review of *Arranging and Describing Archives and Manuscripts*." *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage*.
- Davis, Rosemary. (December 01, 2021). Barbara Hammer and Queer|Ephemeral/Material. *Camera Obscura: Feminism, Culture, and Media Studies*, 36, 3, 141-143. doi: <https://doi.org/10.1215/02705346-9349469>
- Davis, Rosemary K. J., O’Riordan, Meaghan (2021). "Archival accessioning." *The Handbook of Archival Practice*. Lanham, MD: Rowman & Littlefield Publishers.
- Davis, Rosemary K. J., O’Riordan, Meaghan (2021). "Accessioning: Illuminating a Critical Function in Archival Practice." *NEA Newsletter*, Vol. 48, No. 2, p. 20-22.
- 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, Rosemary K. J. (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. (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

Accessioning Archivist, Manuscript Unit → [September 2016-June 2022]

Beinecke Rare Book and Special Collections Library, Yale University

Provided foundational levels of archival description & physical stabilization so new manuscript acquisitions can be made discoverable & available for use as quickly as possible. Assisted with management and performance of manuscript accessioning duties including participating in pre-custodial site visits, arranging for transport/shipping of collection material, verifying new acquisitions against available descriptions, and creating/reviewing accession records. Used ArchivesSpace to create finding aids according to relevant standards & established local practice. Created collection-level records in MARC format for the library's online catalog. Planned, directed, & reviewed work of processing assistants and student assistants. Assisted with preservation assessment of collections & in selection of materials for conservation treatment. Assisted in the ongoing development of the library's archival accessioning & processing procedures.

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.