

Christie S. Peterson

christie.s.peterson@gmail.com

Experience

University Archives Project Archivist

September 2010 – present

Seeley G. Mudd Manuscript Library, Princeton University, Princeton, NJ

- Completing multiple processing, description and digital projects
- Created minimal MARC and EAD records for all undescribed materials
- Using Archivists' Toolkit, MarcEdit, oXygen, Voyager and other software to generate detailed descriptions for select collections
- Hired and supervise a team of student assistants
- Provide in-person and remote reference services
- Representing Mudd Library in the Processing Metrics Collaborative: Database Development Initiative
- Working on a system to manage electronic records in the archives

Processing Archivist

December 2007 – September 2010

Edmund S. Muskie Archives & Special Collections, Bates College, Lewiston, ME

- Increased access to and usability of a very large collection (approximately 2,500 linear ft.) through targeted deaccessioning and processing, which included:
 - Devising and applying standardized access restrictions
 - Describing and re-housing photographs, artifacts and documents as needed
 - Hiring and supervising student assistants
 - Documenting all media formats for preservation and migration
- Provided specialized, in-depth reference services
- Conducted education and outreach for a variety of audiences

Project Archivist

September 2006 – December 2007

Edmund S. Muskie Archives & Special Collections, Bates College, Lewiston, ME

- Successfully completed an NHPRC-funded processing grant, which included:
 - Digital reformatting and preservation of audio and motion picture recordings
 - Creating and updating online collection descriptions
 - Hiring and supervising student assistants
- Curating temporary and permanent exhibits

Graduate Student Processor

September 2005 – August 2006

Bentley Historical Library, University of Michigan, Ann Arbor, MI

- Processed collections of University records and historical manuscripts
- Led a team of graduate students processing a large faculty manuscript collection

Graduate Research Assistant

April 2005 – January 2006

Prof. Elizabeth Yakel, School of Information, University of Michigan, Ann Arbor, MI

- Conducted usability testing of MARC records and EAD finding aids
- Collaborated on the creation of a next-generation finding aid

Graduate Reference Assistant

September 2004 – September 2005

Bentley Historical Library, University of Michigan, Ann Arbor, MI

- Researched and answered email reference questions
- Staffed the reference desk, assisting patrons in person and by telephone

Volunteer

Approximately January – August 2004

Center for Children's Literature, Phoenix Public Library, Phoenix, AZ

- Organized, described and publicized special collections of books and objects

Volunteer

Approximately April 2002 – October 2003

Library and Archives, Arizona Historical Society, Tempe, AZ

- Processed manuscript collections and authored finding aids

Investigator (GS-12)

August 1999 – August 2004

U.S. Equal Employment Opportunity Commission, Phoenix, AZ

- Designed and conducted investigations featuring interviews and records reviews

Education

University of Michigan, Ann Arbor, MI

2004-2006

- Master of Science in Information
- Specialization in Archives & Records Management

University of Arizona, Tucson, AZ

1994-1998

- Bachelor of Arts
- Graduated *summa cum laude*
- Double major in anthropology and creative writing

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Additional Training

Practical Electronic Records Management

February 24, 2011

- MARAC workshop held at Rutgers University

Project Management for Archivists

March 19, 2010

- Society of American Archivists workshop held at Amherst College

Preserving Photographs in a Digital World

August 16-21, 2008

- Week-long program of lectures and workshops in Rochester, NY

Sponsored by George Eastman House and Image Permanence Institute

Professional Service

Member, Program Committee

August 2010 – present

Society of American Archivists

Member, Working Group for Data-Driven Decision Making in Processing and Public Services

April 2010 – present

Reference, Access and Outreach Section, Society of American Archivists

Member, Nominations Committee

2009-2010

New England Archivists

Conference Presentations

Session Chair, "The Real Reference Revolution"

August 2010

Society of American Archivists, Washington, D.C.

Session Chair and Presenter, "Archivists as Web 2.0 Consumers"

March 20, 2010

New England Archivists, Amherst, MA

Poster Session, "Perpetual Beta Processing"

March 20, 2010

New England Archivists, Amherst, MA

Presenter, "Digitizing Audio: When, Why and How to DIY or Outsource"

Nov. 15, 2008

New England Archivists, Boston, MA

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Awards

Louisa Bowen Memorial Scholarship
Midwest Archives Conference, 2005

Roberta Keniston Scholarship
School of Information, University of Michigan, 2004

Flinn Scholarship
Flinn Foundation, Phoenix, AZ, 1994

Additional Languages

Spanish – Advanced