

**kevin m. clair**

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**past work experience**

Metadata Librarian, Pennsylvania State University Libraries. April 2007 – present.

- Coordinates metadata creation in the Cataloging and Metadata Services department, mainly in non-MARC formats. Creates new metadata records, converts existing catalog records to new formats, and manages record ingest into CONTENTdm.
- Co-chairs the Digital Operations Team (DOT), charged with managing digital production at the University Libraries. Develops and documents workflows for digitization. Works collaboratively across multiple departments to bring projects online; communicates actively with subject librarians, selectors, etc.
- Advises on metadata needs for repository projects throughout the university, including electronic records management and storage systems for digital preservation.
- Creates taxonomies for managing content in the libraries' Web content management system.

Research Assistant, University of North Carolina. September 2004 – May 2006.

- Worked in the Acquisitions Department, primarily in electronic resources management.
- Served as resident programmer, using Perl and MySQL to run queries and create reports about the library's serials subscriptions database.

Research Assistant, Southern Folklife Collection, University of North Carolina. August 2005 – December 2005.

- Worked with the Sound and Image Librarian to create an inventory for the Collection's WUNC-TV film archive.

**professional activities**

*association memberships*

American Library Association, 2007 – present.

- Division member, Association for Library Collections and Technical Services, 2009-present.
  - Program co-chair, ALCTS Metadata Interest Group, 2009-present. Organizing programs for the ALA Annual Conference, Washington, DC, June 2010.
- Division member, Library and Information Technology Association, 2007-2010.
  - Member, LITA Web Coordinating Committee, 2008-present.

Serving on the planning committee for the CONTENTdm Eastern Regional Users' Group meeting, 2008-present. Within this group, serves on the Programming sub-committee, 2009-present; currently the chair of this group.

### **education**

University of North Carolina at Chapel Hill, 2004-2006.

Master of Science in Library Science.

- Focused on metadata, archives and digital preservation, and digital library development.
- Master's paper focused on implementation of the IEEE Learning Object Metadata standard and its implications for digital humanities education; available at [http://www.jackflaps.net/pdf/masters\\_paper.pdf](http://www.jackflaps.net/pdf/masters_paper.pdf).

Carleton College, 2000-2004.

Bachelor of Arts in History. Significant course work in Media Studies.

### **publications**

"Developing an audiovisual metadata application profile: A case study." Library Resources and Technical Services 32 (1): 53-57 (2008). Available online, August 3, 2008: <http://dx.doi.org/10.1016/j.lcats.2008.05.005>

### **recent presentations**

"An Introduction to Digital Project Management," delivered at the Pennsylvania Library Association meeting, Harrisburg, PA, October 2009.

"Using Geospatial Metadata in a CONTENTdm Application Profile," delivered at the CONTENTdm Eastern Regional Users Group meeting, New Haven, CT, August 2009.

"Building Digital Audiovisual Collections: A Lesson from the Archives," delivered at the Mid-Atlantic Digital Library Conference, Lewisburg, PA, August 2008.

"The Penn State University Libraries Digital Toolkit," delivered at the CONTENTdm Users Group meeting, ALA Annual Conference, Anaheim, CA, June 2008.

### **technical skills**

Metadata standards: MODS, EAD, Dublin Core.

Programming languages: XML, XSLT, SQL, PHP, Perl.

Digital library platforms/applications: CONTENTdm, MarcEdit.

Basic familiarity with Semantic Web/linked data standards, including RDF and SPARQL.

### **references**

Available upon request.