Deborah Hunt, MLS, ECMp

dhunt@information-edge.com **|** https://www.linkedin.com/in/informationedge

14536 Birch St., San Leandro, CA 94579 **|** +1 510.506.1541

LIBRARIAN/STRATEGIC KNOWLEDGE PROFESSIONAL

Passionate About Making a Difference—Providing Strategic Leadership and Vision

- 2013 President, SLA.org, the global association of 8500+ special librarians
- Library management, design/space planning, automation, information audits, enterprise search, digital asset management and knowledge services
- Align with and contribute to attainment of organizational mission, goals and objectives
- Proven track record in building and implementing high-quality, business-focused solutions specific to user needs
- Accomplished researcher on proprietary resources, the Internet, over the phone and in person providing value-added analysis to findings
- Web project manager for the award-winning Exploratorium website: www.exploratorium.edu
- Well-organized; follow through to the last detail
- Excellent verbal, written and interpersonal skills
- Strong decision-making and problem solving capabilities
- Reliable and flexible; learn new procedures quickly; take initiative
- Instructor for Internet/Web skills, online research, and library technology for UC Berkeley Extension, Diablo Valley College (Award Winning Instructor), InfoPeople, and the League of Women Voters – California
- Team leader for SLA's 23 Things http://wiki.sla.org/display/23Things/

CAREER SUMMARY

Library Director, Mechanics' Institute, http://www.milibrary.org/**, July 2013 – present**

- Prepare and administer library budget of $1 million, including restricted bequests and endowed funds
- Lead a team of 14 FTE library employees, including 8 FTE librarians
- Work closely with Executive Director to implement vision in all areas of the organization, including staffing, programming, strategic partnerships and development/fundraising
- Support librarians in the development and implementation of programs and events enhancing members' interests and collection use
- Strategic planning to create short and long-term library goals and provide leadership to staff in accomplishing associated objectives
- Collaborate with MI Events Director and Director of Operations on planning facility use
- Approve final marketing materials and contribute regularly to all MI print and online publications

Principal, Information Edge, http://www.information-edge.com, **1987-present**

- Library development and management
- Digital/data asset management of intellectual capital, including enterprise search, document management and digital asset management
- Over 25 years as top-notch researcher/analyst in government, demographics, pharmaceutical, health sciences, engineering, architecture, environmental, telecomm, education, science and business arenas
- Management, automation/database conversion and design/space planning of libraries and knowledge management systems
- Co-creator and presenter of the "Expanding Your Career Potential" webinar series that has been presented to some 1,000 librarians worldwide
- Project consultant responsible for organization, staffing and fruition of international, national and regional continuing education events

Library Technology Program Coordinator/Reference Librarian, Diablo Valley College, (.34 FTE), 2010-May 2013

- Manage the Library Technology (LT) certificate and A.S. degree programs
- Work with campus and LT faculty to improve their teaching and other library staff to innovate library services
- Counsel, recruit and advise LT students
- Work to inspire and inform all DVC college students, faculty and the public while on the reference desk, including trouble-shooting computer and tech issues in the Learning Commons
- Maintain LT program website: http://www.dvc.edu/org/departments/library/lit/

Manager, Learning Commons, Exploratorium, San Francisco, CA (.75 FTE), 2007- August 2009

- Created innovative Learning Commons library of the future and services from languishing and under-utilized library
- Museum lead on Learning Commons space planning for move to Piers 15 and 17 in 2013
- Defined, prioritized, and managed all Learning Commons operations, including budget
- Analyzed, evaluated and negotiated contracts for print and electronic resources, including online databases, e-books, digital media and Web-based materials
- Provided vital research service to garner grants worth >$5M
- Planned and implemented programs in the Learning Commons that were coordinated with member programs, teaching programs, and museum events
- Led one-on-one, hands-on, and group trainings and workshops for staff and audiences in information technologies, new media, e-learning, Web 2.0, and educational software tools
- Integrated new technologies to enhance services to audiences
- Implemented and maintained knowledge management applications and services to improve access to internal and external sources of information to staff, helping them improve their own information seeking skills
- Marketed Learning Commons products and services to audiences
- Designed and maintained the web extranet and intranet presence for the Learning Commons and developed new web-based resources as needed: http://www.exploratorium.edu/lc
- Inspired and trained Learning Commons staff to provide superior service
- Created, curated and grew online educator and other communities for educational sharing, learning and research in formal and informal learning environments via such tools as
  - 10 Cool: http://apps.exploratorium.edu/10cool/
  - EduNews: http://www.exploratorium.edu/educate/newsletter.html

Senior Information Specialist, Exploratorium, San Francisco, CA, (.75 FTE), 2001-2006

- Project manager for the following websites for the Center for Learning and Teaching (CLT):
  - NISE Network Resource Center http://www.nisenet.org/ and project internal website
  - Exploratorium Educator Online Network (EON) http://www.exploratorium.edu/educate
  - Teacher Institute http://www.exploratorium.edu/ti
  - Internet2 http://www.exploratorium.edu/i2
- Managed interns and other personnel to update and post CLT web resources
- Team leader with various departments within CLT to create and foster online communities
- Moderated educator discussion lists and created and edited the Exploratorium *EduNews* enewsletter http://www.exploratorium.edu/educate/newsletter.html (8500 global subscribers)
- Planned, implemented and maintained knowledge management applications and services to improve access to internal and external sources of information
- Provided research training and support for internal and external audiences
- Developed and implemented taxonomies and metadata schema for organizing digital resources

Internet Resource Specialist/CLT Webmaster, Exploratorium, **San Francisco, CA (.75 FTE) 1995-2000**
- Creation, administration and maintenance as well as promotion and marketing of award-winning Internet/Web resources and educational portal for the Center for Learning and Teaching (CLT) and its programs to support inquiry-based learning and systemic reform in science education
- Promotion and teaching of "best practices" in instructional technology and the Internet/Web to CLT network members and Exploratorium staff
- Evaluation of site navigation and user interface solutions
- Project Manager for educational and other Exploratorium collaborative programs funded mainly by the California Department of Education and the National Science Foundation

Corporate Librarian, URS Greiner, Inc., Pleasanton, CA (.5 FTE)   **1983-1995**
- Creation, design, space planning and administration of regional headquarters library plus five branch libraries for an engineering/design firm of 300+ employees
- Evaluation, implementation and maintenance of an automated library system
- Provided all library services such as reference; online searching on engineering, landscape architecture, business, water resources, standards and other databases; collection development; budgeting; space planning; and, cataloging/taxonomy of books, journals, technical reports and other information resources
- Created, edited and published a quarterly library newsletter with a circulation of 375

PROFESSIONAL ACTIVITIES

Special Libraries Association, President 2013; Director, SLA Board of Directors, 2008-2010; Chair, 23 Things (Web 2.0 Tools); Chair, LMD Nominating Committee, 2011 and Awards Chair, 2015; Chair, Engineering Division Bylaws Committee, 1993-1995; and, member, 1982-present.

Special Libraries Association, San Francisco Bay Region Chapter, Past-President, 2005-2006; President, 2004-2005; President Elect, 2003-2004; Discussion List Creator and Moderator, 1999-2002; Chair: Awards Committee, 2005-2006; Programs Committee, Professional Development Committee, and Networking Committee; and, Member, 1982-present.

Association of Independent Information Professionals, Referral Program Committee, 2006-2007, AIIP-L List Moderator, 2002-2003; Director-at-Large, 2000-2003; Electronic Communications Committee Chair, 2002; Annual Conference Chair, 2001; Annual Conference Committee, 1999, 2007-2015; Electronic Communications Committee, 1997; and, Member, 1993-present.

AIIM.org (non-profit organization focused on understanding the challenges associated with managing documents, content, records, and business processes), ECM Practitioner Certification, 2011; and, Professional Member, 2010-present.

Internet Librarian Organizing and Review Committee, 2009-present.

BayNet (Bay Area Library and Information Network), President 1999-2000 and 1993-1994; Listserv Moderator, 2001-2012; Newsletter Editor**,** 1991-1992; Secretary, 1997-1998; and, Member, 1990-present.

PRESENTATIONS

Fundamentals of Knowledge Management and Knowledge Services & The Knowledge Audit: Evaluating Intellectual Capital Use (1 day preconference courses)**,** SLA Annual

Conference, Boston, June 2015

Author! Author! How to Get Fame, Fortune and Clients Through Self-Publishing, AIIP Annual Conference, Irvine, CA, April 2015.

Essential Skills for Info Pros! The Librarian's Skillbook, Internet Librarian, 2014.

The New Knowledge Services – From Collections to Connections, Soutron Global Seminar, SLA Conference, Vancouver, BC, June 2014.

The Global Information Manager: Creating Strategic Value, UCLA LISSA Awards Dinner Keynote, May 2014.

Career Agility: Transforming Knowledge and Expertise into Strategic Value. Winter Virtual Conference 2012, SLA Pharmaceutical and Health Technology Division, December 7, 2012 and New York South Central Regional Library Council, November 13, 2012. http://bit.ly/XqZUIH

The Role of Librarians in DAM and in Your Organization. Createasphere Digital Asset Management Conference, Beverly Hills, CA, February 22, 2012.

Personal and Professional Branding for the IIP (co-presenter). AIIP.org member webinar, November 2011.

SLA's 23 Things: Newly Updated. SLA Silicon Valley Chapter Pecha Kucha Event, Palo Alto, CA, January 2011. http://bit.ly/zjaYPs

Mining Enterprise Intelligence: Another Role for Info Pros. Special Libraries Association, Oregon Chapter Annual Meeting, Portland, OR, October 2010. http://bit.ly/w85i8X and BayNet/NCNMLG Joint Meeting, Berkeley, CA, August 2010. http://bit.ly/zOWVUA

KM and the Info Pro. AIIP Annual Conference, Cleveland, OH, April 2010 http://bit.ly/AjJLOi

How to Select a Library Automation Vendor. Catholic University of America, Library Technologies & Project Management, February 2010. http://bit.ly/yH0t0i

Career Agility Workshop: All the World's a Stage: Another Role for Info Pros. SLA-San Andreas Chapter, January 2010. http://bit.ly/x47OPp

Your Brand and Web 2.0: Finding Work and Consulting via LinkedIn and Facebook. Internet Librarian 2009, Monterey, CA, October 2009. http://bit.ly/wq8nYH

Social Media at a Library Near You: SLA's 23 Things & LinkedIn. Special Libraries Association - Sierra Nevada Chapter, Sacramento, September 2009. http://bit.ly/ACMHfN

More at http://www.information-edge.com/presentations

PUBLICATIONS AND PAPERS

Information Services Today: An Introduction **edited by Sandra Hirsh.** Rowman & Littlefield, 2015. Co-author of chapter on Special Libraries.

The Librarian's Skillbook: 51 Essential Skills for Information Professionals. Information Edge, 2013. Co-author with David Grossman. http://www.librarianskillbook.com/

My Favourite Tipples from a Strategic Knowledge Professional, FreePint, http://web.freepint.com/go/blog/71271, April 2014.

Digital Signatures: Workflow Efficiency, ROI and Security. *FreePint*, December 2012. http://web.freepint.com/go/sub/article/69600

The Role of Librarians in DAM Projects. *Journal of Digital Media Management*, 1 (3), Autumn 2012. http://www.henrystewart.com/jdmm/about.aspx

Put information management skills to work for Digital Asset Management. *FreePint,* May 2012. http://web.freepint.com/go/sub/article/68498

Accidental Knowledge Manager: Another Role for Independent Information Professionals. *Bulletin of the American Society for Information Science and Technology*, Vol. 37 (1), Oct/Nov, 2010. http://www.asist.org/Bulletin/Oct-10/OctNov10_Hunt.pdf

Enterprise Content Management: Another Role for Info Pros. *FreePint,* April 2010. http://web.freepint.com/go/sub/article/66221

_____

HONORS & AWARDS

SLA San Francisco Bay Region Chapter Quarter Century Award for a sustained active professional career, December 2014

SLA Silicon Valley 2012 Lucy Steelman Award for commitment to mentoring.

Special commendation from *Information World Review* (IWR) magazine for "her work on behalf of SLA to spearhead and implement the innovative '23 Things' program", December 2009, http://tinyurl.com/y8lds29

SLA Karen J. Switt Management Leadership Award, in recognition of significant contributions to, and leadership in, the profession of information management. June 2009 http://bit.ly/h7n2V9

SLA Presidential Citation, for leadership and commitment to developing SLA's 23 Things, 2008, http://wiki.sla.org/display/23Things/

SLA San Francisco Bay Region Chapter Professional Achievement Award, 2001-2002, http://units.sla.org/chapter/csfo/about/award02.html

TEACHING

Expand Your Career Potential: Increase Your Expertise, Compensation and Career Satisfaction Webinar Series (co-creator and co-presenter)   2011-present
Webinar series presented to over 1,000 librarians worldwide.

Tech Skills Boot Camp. Internet Librarian, Monterey, CA, October 2012.

Leaping Off the Edge: Success Stories You Can Replicate. SLA San Francisco Bay Region Chapter Professional Development Workshop, San Francisco, CA, March 2011.

Explore Your Career Potential. SLA San Francisco Bay Region Chapter Professional Development Workshop, San Francisco, CA, February 2011.

Diablo Valley College, Pleasant Hill, CA (1 unit/semester)   1994-present
(Library Technology Certificate Program)
- Acting Department Chair, Library Technology Program (Spring semester 2010)
- Introduction to a Career in Library Technology
- Acquisition of Library Materials
- Job Search Skills for Library Personnel
- Internet Skills for Library Personnel

EDUCATION/CERTIFICATION

Master of Library Science, University of California, Berkeley.

B.A. Spanish Language and Literature, University of California, Berkeley.

21 (of 42) semester units in the Master of Public Administration program at the University of Nevada, Reno.

ECM Practitioner (ECMp) Certificate, 2011, AIIM.org