

Elizabeth Grab

Librarian & Archivist | Art Historian

EDUCATION

School of Information & Library Science at the University of North Carolina, Chapel Hill, NC — MSLS (2019)

Master's paper: *Evaluation in Art Museum Archives: A Case Study*

Wellesley College, Wellesley, MA — BA in Art History, English minor (2014)

Oxford University, St Edmund Hall, Oxford, UK — Study abroad, Art History (2013)

EXPERIENCE

Street Impact Movement, Flagstaff, AZ — Consultant

JANUARY 2020 - PRESENT

Grant advising; business planning; outreach.

Flagstaff Public Library Youth Services, Flagstaff, AZ — Library Specialist

JUNE 2019 - MAY 2020

Reference; program planning; bibliographic services; displays; circulation; stacks management.

Oskar Diethelm Library, Weill Cornell Medical College's Institute for the History of Psychiatry, New York, NY — Intern

JUNE 2017 - AUGUST 2017

Process archival and special collections; create finding aids; research for future exhibitions; original and copy cataloguing; catalogue cleanup.

Studio of artisan & letterpress printer Brian Allen, Durham, NC — Studio Archivist

AUGUST 2016 - DECEMBER 2016

Plan, budget, and develop studio archives for commercial & fine art production; establish catalogue of reference & chapbook collections.

Archives & Library, Georgia O'Keeffe Museum Research Center, Santa Fe, NM — Intern

JUNE 2016 - AUGUST 2016

Archival processing; build wiki for style guides & standards; document ArchivesSpace procedures; research licensing policies and timelines.

Grogan & Co. Fine Art Auction House, Boston, MA — Auction Coordinator

AUGUST 2014 - OCTOBER 2014

Catalogue, photograph, and hang estate, rug & seasonal auctions; reference; research provenance; preservation; phone and online bidder.

Self-employed, Wellesley, MA — Contract Researcher

MAY 2014 - AUGUST 2014

Archival research in the Wellesley College Archives; Business started at the request of and clients forwarded by the College archivist.

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SKILLS

Library Experience: archival processing; cataloguing; reference; collections management; outreach; programming; instruction; copyright & licensing; acquisitions; preservation.

Standards & programming

languages: DACS; EAD; Dublin Core; MARC21; DCRM; SQL; HTML.

Software:

ArchivesSpace; Archivists' Toolkit; Omeka; Scalar; CONTENTdm; Gephi; Piktochart; data visualization apps; image annotation apps; Adobe Creative Suite; iMovie; Blackboard CourseSites; Sakai; LibGuides; Sketchfab; AutoDesk 123D Catch; OCR apps.

Hardware: 3D printers; book scanners.

AWARDS

Graduate fellow "Learning from Artists' Archives: Preparing Next Generation Art Information Professionals through Partnerships with North Carolina's Artists' Archives." *UNC, 2015-2017.*

RELEVANT COURSEWORK

@ UNC SILS: Archival Access in Cultural Heritage Institutions; Intellectual Property and Copyright in Archival Settings; Special Collections Librarianship; Intro to Archives & Records Management; Archival Field Experience; Management for Information Professionals; Digital Art History.

LANGUAGES

Fluent English; academic French.

Acquisitions; Serials & Government Documents, Wellesley College, Wellesley, MA — *Library Technician*

APRIL 2014 - AUGUST 2014

Manage invoices; process acquisitions materials; process Government Documents; update serials catalogue.

Interlibrary Loan, Wellesley College, Wellesley, MA — *Student Manager & Library Technician*

AUGUST 2011 - SEPTEMBER 2012; JULY 2013 - AUGUST 2014

Train student workers; create student instruction manuals; digitization; process ILL materials; navigate patrons through the ILL process.

Lectures & Courses, Museum of Fine Arts, Boston, MA — *Intern*

AUGUST 2011 - DECEMBER 2011

Editing conference syllabi; draft correspondence and advertising blurbs; develop invitee lists; stage manage events; handle care of special guests.

Harvard Medical School's Program in Ethics & Health and The United States Holocaust Memorial Museum, Boston, MA — *Intern*

APRIL 2010 - AUGUST 2010

Create funding, classes, and invitee databases for USHMM travelling exhibit *Deadly Medicine: Creating the Master Race* coming to Harvard.

LEADERSHIP

Information & Library Science Student Association (ILSSA), UNC, Chapel Hill, NC — *Social Chair*

DECEMBER 2015 - DECEMBER 2016

Plan twice-weekly events for students; plan craft nights taught by local artists or by myself; build relations between students and faculty.

Junior & Middle Common Room, St Edmund Hall, Oxford University, Oxford, UK — *Social Music Coordinator*

DECEMBER 2012 - APRIL 2013

Host tremly hootenanny for all students and faculty of college.

Hope in Action Campaign at Trinity Church and Pathway Technology Campus, Villa Victoria, Boston, MA — *ESL Instructor*

JUNE 2010 - AUGUST 2010

Plan and teach learner-centered curriculum for purpose-driven uses of English (e.g. a visit to a doctor, bank, or lawyer).

CONFERENCES

Artists' Archives in the South: An Unconference, UNC, Chapel Hill, NC, 11 March 2017

Co-organizer and -host.

Archiving for Artists Workshop II, Mint Museum, Charlotte, NC, 8 October 2016

Co-organizer and -host.

Elizabeth Grab. "Storage of Physical Materials."

Denise Anthony, Elizabeth Grab, and Kelsey Moen. "Legacy Planning & Rights Issues."

Society of North Carolina Archivists (SNCA/SCAA) Annual Conference, Mint Museum, Charlotte, NC, 31 March - 1 April 2016

Denise Anthony, Erin Dickey, Elizabeth Grab, and Kelsey Moen. "Artists as Archivists."

Librarians Association at UNC Chapel Hill (LAUNC-CH), UNC, Chapel Hill, NC, 18 March 2016

Elizabeth Grab. "Archiving for Artists: Outreach and Empowerment."

Art Libraries Society of North America, South East Chapter (ARLIS-SE) Conference, Atlanta, GA, 12 - 13 November 2015

Erin Dickey, Elizabeth Grab, and Kelsey Moen. "Learning from Artists' Archives: Artists' Studio Archives Workshop I."

Archiving for Artists Workshop I, North Carolina Museum of Art, Raleigh, NC, 3 October 2015

Co-organizer and -host.

JJ Bauer and Elizabeth Grab. "Artwork Inventories."

Elizabeth Grab and Kimberly Henze. "Storage of Physical Materials."