

Crystal Donohue

807-286-7031

cdonohu1@ConfederationCollege.ca

www.CrystalDonohue.ca

CAREER PROFILE

Library and Information Technician with 5 years of ESL teaching experience ranging from children in competitive after school programs to business executives in major companies. Conceptualized and managed their educational needs and set targets for their improvement.

HIGHLIGHTS OF QUALIFICATIONS

- 15 Years of customer service and sales experience
- Resourceful and creative problem solver.
- Attention to detail, takes initiative to solve errors.
- Eager to learn and assist others
- Will begin part-time MLIS in 2023

EDUCATION

Library & Information Technician Diploma **Completion: November 2021**
Confederation College

Completed Two Work Placements; In-Person, 105 hours:

St. Joseph's Care Group Hospital Library **August 2021-September 2021**

- Created various marketing and advocacy documents such as targeted literature searches based on Quality Practice Annual Report 2020 to show the team leaders that the library knows what's important to their teams and has the skills to find these resources.
- Literature searches with PubMed, DynaMed, CINAHL, Health Business Elite
- Used DOCLINE and Racer for interlibrary loan requests.

Lakehead University Archives **October 4-27, 2021**

- Physical arrangement, created an inventory, series descriptions and finding aids for 1 complete fonds from an LU English professor. Contributed the same to a fonds for a local Indigenous leader, activist and researcher.
- Scanned photos into TIFF and JPG formats for preservation in Ebscon Scan 2 program. Created metadata for the photos within Omeka.
- Created an information sheet in an instructional PPT style that includes both visual demonstrations of the step and text explanations for why the step is important.

**Bachelor of General Arts
Lakehead University**

Thunder Bay, 2002-2008

Coursework Includes: History, English, Anthropology, Philosophy, Women's Studies and Indigenous Studies.

Extra-curricular involves founding and managing S.T.A.G.E. a LUSU Club. Coordinated a diverse team of volunteers that spans across ethnicities, career goals and education levels. The first year of revenue doubled the required anticipated expenses.

VOLUNTEERING EXPERIENCE

Reading Club for LIT Peer Group, Founder

Zoom -- 2020-Present

Biweekly Zoom meetings with peer LIT students and Mohawk's Library Program Specialist. Month-end meeting is a networking, professional development, academic or trades journal article discussion. Mid-Month meeting offers peer support to each other.

Ontario Association of Library Technicians/OBA Member

2020-Present

Published in December's NewsLETTER

American Library Association Member

2020

RUSA's Reference 101 Course with Dave Tychoson

February 22-April 5 2021

Personal Project

Thunder Bay, ON — 2017-2020

Creating a reading curriculum with the goal of helping aspiring writers to discover which books they need to read to improve their own writing craft style. It's heavily focused on developing their introspective skills with the goal of encouraging them to become more autonomous learners. It's currently at 150,000 words and in the third draft.

TEACHING EXPERIENCE

Business English Teacher, HiEnglish

Seoul, South Korea — 2014-2015

Conversational English with executives from varying backgrounds, tailored to suit their personal and industry needs.

Literature English Teacher, SSLI

Bundang, South Korea — 2013-2015

Facilitated a discussion class using novels from the New York Times bestseller's list and literary classics for highly motivated students.

English Teacher (Various Academies)

Daegu, Seoul, South Korea 2010-2014

Create engaging lessons to teach various literacy skills to elementary and junior high students. One example was a three-month plan for the underprivileged students which concluded with them each having their own dreams succinctly illustrated on a sheet of paper to discreetly carry with them. The lesson was they if they can plan it, they can find a way.

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