

JENNIFER ELIZABETH TAPP

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EDUCATION

University of Houston – Clear Lake +18 Credits Literature/English/Humanities	2016
Louisiana State University MLIS: Masters in Library and Information Science	2010
University of Houston-Clear Lake B.A. Humanities	2006

WORKING EXPERIENCE

Houston Community College - Southeast Public Services Librarian	2012 - Current
Provide circulation and reference service to faculty, staff, students and community members; Promote library awareness and usage; Provide library orientation/instruction; Developing social media networks for library student interactivity.	
Adjunct Librarian	2011-2012
Provide circulation and reference service to faculty, staff, students and community members; Promote library awareness and usage; Provide library orientation/instruction.	
Borders Books Bookseller - Merchandiser	2003-2011
Provided bookseller services; Designed and maintained merchandise display; Provided training and mentorship to new employees.	

RELATED EXPERIENCE

HCC – Coleman (Electronic Resource Center) Book Exchange (Coleman Break)	2018 – Current
Designed and implemented book exchange program for faculty, staff, students and community members. The program was created to increase literacy and library usage at the Coleman Campus and the surrounding community. As the Designer of the project, I also collected the necessary materials from the advertising items to the books themselves.	
HCC – Felix Fraga ERC (Electronic Resource Center) Book Exchange (Fraga's Bread)	2012 – 2014
Designed and implemented book exchange program for faculty, staff, students and community members. The program was created to increase literacy and library usage at the Felix Fraga Campus and the surrounding community. As the Designer of the project, I also collected the necessary materials from the advertising items to the books themselves.	
HCC – Felix Fraga ERC/ Coleman (Electronic Resource Centers) Advertising	2012 – Current
Designed and created flyers, brochures and other advertising materials to promote the library and library services, as well as publicize events and programs.	
HCC – Southeast Community Outreach – Story Time	2011 – 2018
I assist in planning and performing in library story time for children of the HCC faculty, staff, students and community members.	

HCC – Southeast

Research Assistant

2011 – Current

In addition to my standard duties as a Public Services Librarian, I assist students one-on-one, to develop research methods to improve their course work and improve their general understanding of research techniques.

HCC – Felix Fraga Academic Building

Neighborhood Academy

2011 – 2011

The Neighborhood Academy was a program designed to act as a community outreach tool to bring community members into the college. I served as the coordinator of the classes and seminars being offered to the community. In my role as coordinator, I scheduled the courses and interacted with the teachers and students to verify the success of each class and seminar.

HCC – Felix Fraga Academic Building

Neighborhood Academy

2011 – 2011

The Neighborhood Academy was a program designed to act as a community outreach tool to bring community members into the college. I offered mini seminar sessions on several topics as they related to the programs being offered, acting as a substitute instructor and/or tutor, as needed.

HCC – Felix Fraga Academic Building

Neighborhood Academy

2011 – 2011

In reaction to student needs, I developed a child watch program for children who were between classes or for children whose parents were attending a class or seminar. I coordinated and ran activities for children ranging in age from two to twelve, such as crafting, games and music appreciation.

LLA (Louisiana Library Association) Conference

Presenter

2010

I gave a presentation and demonstration on using open source web building tools. The presentation included several open source programs and culminated in a practice session using the different software.

LLA (Louisiana Library Association) Conference

Presenter

2010

I gave a presentation and demonstration on using open source photo editing tools. The presentation included several open source programs and culminated in a practice session using the different software to create montages and altered digital images.

Calhoun County Library

Website Design

2010

I designed and built a website for a nonprofit organization, to the specifications requested by the client. The Website was created using HTML programming code, CCS formatting and JavaScript, and was launched for commercial use.

MEMBERSHIPS

American Library Association (ALA)

Association of College and Research Libraries (ACRL)

Association of College and Research Libraries – Anthropology and Sociology (ACRL - ANSS)

Association of College and Research Libraries – Community and Junior College Libraries Section (ACRL - CJCLS)

Games and Gaming Roundtable (GAMERT) Texas Library Association (TLA)

International Relations Round Table (IRRT)

Consortium of Academic Libraries and Learning Resources (CALLR)