

# SAMANTHA MAIRSON

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45 Park Terrace West Apt. 3E  
New York, New York 10034

## Master of Library and Information Science

Syracuse University iSchool  
+ Certificate of Advanced  
Study in Information  
Security Management

\* Phi Beta Mu Van Hoesen  
Award \* Nickels Award

## Bachelor of Art in Digital Media and Design

University of Connecticut  
School of Fine Arts  
+ Honors Program,  
Concentration in Digital  
Humanities, Minor in  
Spanish

\* SHARE Award \* New  
England Scholar \*

### Special Skills

Conversational proficiency  
in Spanish.

Canva  
Adobe Suite  
Photoshop  
InDesign  
Premiere

Web Development

User Experience Testing

Certified GroovaRoo  
Babywearing Dance  
Instructor

CPR First Aid Certified

## Second Nature Outdoors LLC, New York City Metropolitan Area *Business Manager, August 2023 – Present (part-time)*

- Managed payroll (Gusto), website development, hiring, bookkeeping (Intuit QuickBooks).

## *Lead Nature Guide, July 2023 – Present (part-time)*

- Led groups of 10+ children in nature.

## *Assistant Director of Garden Camp, July – August 2023 (full-time, seasonal)*

- Assisted with staff training, camp administration, communications, and activities.

## Caregiving, Inwood, New York City

*Mom, September 2022 – Present (full-time)*

## New York Public Library, Bronx Library Center

*Senior Librarian, Children's Department, May – September 2022*

- Mentored junior staff and led by example: outreach, collection maintenance, displays, programs.

## Rye Free Reading Room, Rye, New York

*Children's Librarian, December 2018 – September 2021*

- Planned, marketed, assessed programs. Managed collection through natural disaster. Created service innovations such as curbside pickup.

## EveryLibrary, Brooklyn, New York

*Webinar Coordinator, December 2018 – May 2019*

- Organized webinar content, managed communications, and website development.

## Political Action Intern, August 2018 – December 2018

- Researched marketing strategies and funding sources, cleaned data, developed marketing materials.

## Syracuse University, Syracuse, New York

*Program Assistant, iSchool Enrollment Office, August 2017 – June 2018*

- Led tours, assisted with hiring and event support, created slide decks and infographics, managed transition to new live chat technology.

## Additional Relevant Work Experiences

*Archival Assistant at Syracuse University Libraries, Information Architecture  
Researcher, Web Developer and Staff Assistant at UConn Library*