

**Nickolas Falk**  
Librarian

## Education

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Masters – Publications Design, University of Baltimore	2017-present
Masters – Library and Information Science, University of Maryland College Park	2014 - 2016
Bachelors – Interdisciplinary Visual Arts, University of Washington	2010 - 2011
Certificate – Visual Communications, Shoreline Community College	2009 - 2010
Certificate – Graphic Design/Production Art, Shoreline Community College	2009 - 2010
Certificate – Visual Communications Technology, Shoreline Community College	2009 - 2010
Associates – Arts & Science, Shoreline Community College	2006 - 2008

## Employment History

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### **Social Sciences & Technology Librarian** **7/2017 – present**

University of Maryland Libraries, Priddy Library - Rockville, Maryland

- Subject liaison to three Graduate programs: Publications Design, Information Management and Library Science as well as two Undergraduate programs: Simulation & Digital Entertainment and Communication.
- Develops and teaches information literacy session for Publications Design cohort.
- Supports student research with reference assistance accessing and utilizing databases; 43 reference interviews in fall 2017.
- Supervises, provide leadership and direct 2-4 morning library staff and a library intern.
- Collaborated with faculty from Communication and Simulation & Game Design programs to introduce 360° filming and photography.
- Continues to manage acquisitions through Ex Libris Aleph with administrator privileges and administration responsibilities.
- Assigned as acting Director in the absence of Library Director.

### **Coordinator, Acquisitions & Administration** **6/2015 – 07/2017**

University of Maryland Libraries, Priddy Library - Rockville, Maryland

- Supported student research with reference assistance accessing and utilizing databases; 19 reference interviews in spring 2017.
- Participated in researching and developing strategic plan of a Data Management and Visualization lab. Co-authored the winning project proposal.
- Co-developed and managed successful library internship program, which has transformed it into a paid internship program.
- Developed and taught Infographics and Research Posters library workshops and in-class instructional sessions.
- Supervises and directs 2-4 morning library staff and library intern.
- Directed, lead and mentored library intern in developing the digital repository of library exhibits using Omeka, while teaching Public History interns how to manage the program.
- Initiated and collaborated with Center of Academic Success to launch a *Keep Calm & Color* event during our finals de-stress week, winning an award from institutions Executive Director.
- Initiated and completed implementation of the mobile One Button Studio, a technology that facilitates presentations or instruction practice.
- Involved in library space planning and policy making; repurposing space to establish collaborative work areas and streamlining processes.
- Initiated and implemented new exhibit technology to expand our capabilities in exhibits by allowing for digital media, Lilitab iPad Kiosks.
- Continued support and management of Ex Libris Aleph with administrator privileges.

### **Library Technician II, Acquisitions & Administration** **7/2014 – 6/2015**

University of Maryland Libraries, Priddy Library - Rockville, Maryland

- Supervises and directs 2-4 morning library staff and library intern.

- Produced multiple years of interactive online annual reports for the library.
- Restructured and managed the budget to include; tracking, filtering and reporting of transactions.
- Streamlined the acquisitions workflow through Ex Libris Aleph with administrator privileges and collaborated with other departments allowing enhancing time management.
- Continued work on pilot of the Montgomery County Public School (MCPS) electronic discovery system (discovery tool).

#### **Virtual Intern**

**6/2016 – 10/2016**

U.S. National Library of Medicine - Bethesda, Maryland

- Successfully developed social media content to promote Vitamin and Supplements, which gained national attention from healthcare professionals and academic institutions such as University of California, Los Angeles (UCLA).
- Growth of project led to the inclusion and collaboration with two additional government agencies; Office of Dietary Supplements (ODS) and the National Center for Complementary and Integrative Health (NCCIH).
- Further growth led to the addition of creating Spanish version (*translations provided by Spanish MedlinePlus team*).

#### **Library & Archives Paraprofessional II**

**11/2012 – 6/2014**

Seattle Central Community College - Seattle, Washington

- Developed procedure manuals for acquisitions of periodicals (Ex Libris Voyager based), new hires and inventory process (Active Inventory).
- Created and applied lean processes to periodicals processing.
- Managed annual three-day book sale and book recycling programs.
- Supervised part-time library technicians and 2-4 front desk, work-study students.
- Collaborated with the Art Committee to improve the library space by authoring a project proposal, purchasing artwork prints and installation.
- Asked to co-chair the Queer Straight Alliance student club.

#### **Circulation Desk Clerk**

**7/2008 – 9/2011**

Seattle Central Community College - Seattle, Washington

- Independently opened and closed the library on a routine basis, covering for the library supervisor during planned absences.
- Assisted with inventory and shelf reading processes.
- Utilizing ExLibris Voyager, charged and discharged library materials at the circulation desk, performed inspection of library materials for damages and collected fines.

#### **Service**

Provides various levels of service within the libraries, campus and to professional associations and organizations. Currently elected to chair the University of Maryland Staff Awards Committee and as an Advisory Board Member for the Marketing Libraries Journal. Recently served as the appointed chair for the MD Tech Connect Conference Committee, the Social Work, Psychology and Education Librarian Search Committee and serves as a member on the Diversity and Culture Committee in addition to the Biomedical Sciences and Engineering Building Committee.

#### **Mentorship**

Acting mentor to paid library interns, providing orientation, instruction academic library administration, exhibition production, online archiving/cataloging tools and professional advice during their one-year tenure at the Priddy library.

#### **Research & Scholarship**

Participates in juried presentations on professional research topics, "Infographics", "Visualizing Library Outreach and Partnerships using ArcGIS & Story Maps" and "Tim Burton Character Network Comparison". Invited to speak on "Infographics" and currently peer review articles for Marketing Libraries Journal. Collaboratively produced 18 educational exhibits ranging in topics, such as "Gangs Indicia: Graffiti, Tattoos, Drawings", "Armenian Genocide", "Evolution Revolution" and "African Americans in Montgomery County 1868 – Present".