

JONI K. BROWN

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46 Willow Street ❖ San José, California ❖ 95110

EXPERIENCE

❖ *Library Aide*

Redwood Middle School Library Media Center, Saratoga, California, October 2002 – current
Assists students and faculty in using technology. Led professional development session in creating teacher web pages. Facilitates access to information and media, both academic and recreational, online and off. Researches information needed by both students and faculty. Conceptualized, set up, and currently co-maintain Redwood Library Lab Links page. Original and copy cataloging. Organized and wrote library web pages for previous layout. Communicates with district Web Designer/Writer regarding current library needs.

❖ *Summer School Teacher*

Los Gatos-Saratoga Community Education & Recreation, Saratoga, California, June 2007 – July 2007
Taught classes in digital scrapbooking using Nvu for HTML layout and the Gnu Image Manipulation Program for working with images and graphics. Also taught class in money management.

❖ *Circulation and Computer Lab Assistant*

Wheelock College Library, Boston, Massachusetts, July 1999 - July 2000
Assisted with computer technology including troubleshooting and maintenance. Taught class sections and professional development sessions on computer use. Helped design and maintain library web page used at that time. Rewrote segments of Supervisor's Manual for clarity. Supervised Evening and Weekend Supervisors and Student Assistants.

❖ *Research Assistant*

Professor Simawe, Grinnell College, Grinnell, Iowa, August 1996-May 1997
Proofread for American idiom and consistent translation of names into Roman alphabet. Troubleshot word-processing compatibility difficulties. Performed research as directed.

❖ *Columnist*

Scarlet and Black, Grinnell, Iowa, November 1995 - May 1996
Wrote widely praised humorous biweekly column.

EDUCATION

❖ *Master of Science in Library and Information Science*

Simmons College Graduate School of Library and Information Science, Boston, Massachusetts, May 1999

Member of honor society Beta Phi Mu.

❖ *Bachelor of Arts in English*

Grinnell College, Grinnell, Iowa, May 1997

HOBBIES

Writing, computer art, and web design, often together. Writing, designing, and coding a wide variety of web pages, both personal and professional.