

Jonathan Wilson

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Education

Old Dominion University

Aug 2023 – present

→ **Masters of Library and Information Science**, specializing in public libraries

Virginia Commonwealth University

Aug 2018 – Aug 2021

→ **Bachelor of Arts, English**, with a slight emphasis on workplace writing and digital media

Employment

Central Rappahannock Regional Library

Sep 2022 – present

Library Clerk, Fredericksburg Branch (primarily)

- Served as an affable and informative resource for patrons about library layout, policies, and events while staffing circulation desks, answering phones, and support tickets
- Fulfilled every stage of the circulation process, from checking out items to patrons, to checking them in from book drops, to putting items on hold, and locating items on hold or for evaluation
- Issued library cards, maintained patron account information, and handled money for fees, book sales, and other transactions
- Troubleshooted technology issues for computers, printers, fax machines, smartphones, eReaders, and more, for both patrons and coworkers

Collection Services Intern, Library Administration Center

Aug 2024 – Dec 2024

- Assisted in collection development, cataloging, and processing of juvenile and adult items and eMaterials using vendor platforms
- Participated in collection management of both preexisting and donated materials for suitability, weeding inadequate items when necessary
- Facilitated the renovation of the juvenile adventure pack collection through systematic evaluation, development, and writing to organizational and state standards
- Glimpsed into upper-level collection librarian responsibilities, including vendor negotiations, professional organization meetings, and more

Fairfax County Public Library

Nov 2021 – Dec 2022

Library Page, John Marshall Library

- Shelved and organized books and other materials in an efficient manner, upwards of 100 books an hour
- Directed and informed patrons about the library layout, events, and county policies

Fairfax County Public Schools

Nov 2021 – June 2022

Student Monitor, Shreveview Elementary School

- Empathized with students while ensuring they complied with school rules and procedures
- Provided support for teachers in the classroom and out for all grade levels from Pre-K to 6th