

## M A G G I E B O S T W I C K

**Circulation Librarian**, UW-Whitewater, September 2009 – November 2009

**Manager** *Solarex, October, 2008-present.*  
Assist customers, create displays and prepare financial statements.

**Volunteer Library Aide**, *Adams Elementary School, September, 2007 – Present*  
Assist librarian with special projects as needed.

**Archival Researcher** *Rock County Historical Society, Janesville, WI January, 1998 – September 2007.* Researches historic buildings, artifacts and family ancestry as requested.

**Special Projects** *J.F. Luther Middle School, Ft. Atkinson, WI September, 1994 – Present.*  
Assists Librarian with technology selection and installation, inventory and special assignments as requested

**Librarian** *Bristol Elementary School, Bristol, WI September 1993 - July, 1994.*  
Administered library Media program, instructed library skills, coordinated Audio Visual department, implemented automation, purchased books and other media for Library, directed processing of books, scheduled Book Fairs, led Jr. Great Books reading group, supervised library Aide and student staff

**Media Specialist** *Franklin Middle School, Janesville, WI Summer 1991.*  
Coordinated Audio Visual Department, taught Library and study skills, ran and maintained the Library, substituted for faculty when needed.

**Media Specialist** *Edison Middle School, Janesville, WI Summer 1992.*  
Planned circulation procedures, scheduled classes, established IMC procedures and rules, taught Library skills, planned use of resources by students and faculty, cooperated and consulted with Head Teacher, participated in faculty meetings, collaborated with teachers on special projects, supplied teachers with needed equipment.

**Media Specialist** *Marshall Middle School, Janesville, WI Summer 1990.*  
Coordinated Audio Visual Department, scheduled classes, taught library skills, supervised classes.

**Media Aide** *Marshall Middle School, Janesville, WI September 1988 - August 1993.*  
Organized and supervised student library staff, assisted with book ordering and purchasing, supervised and scheduled classes, routed appropriate materials to staff members, arranged the IMC to support learning activities, weeded book collection, taught computer skills, assisted with installing computer network, substituted for Media Specialist when needed.

**Teacher** *Janesville and Milton School Districts, Janesville and Milton, WI January - June, 1988.*  
Substituted for grades Pre-K through fourth grade in various schools, taught remedial reading, art, tennis, physical fitness, creative dramatics.

**Exploring Executive** *Sinnissippi Council Boy Scouts of America, Janesville, WI 1978 – 1986.*  
Directed and oversaw the Exploring program, which included coordinating and planning events; supervising fund drives; recruiting new members and leaders; working with businesses and organizations to start new Exploring posts; and public relations.

### ACADEMIC HISTORY

University of Wisconsin-Madison, WI Masters Degree program in Library and Information Studies  
University of Wisconsin-Whitewater, WI Media Certification 6/96  
University of Wisconsin-Whitewater, Whitewater, WI Library Certification 8/90  
Beloit College, Beloit, WI Teacher Certification 6/84  
University of Wisconsin-Whitewater, Whitewater, WI B.S. Social Welfare 12/75