

LAURA PEIL

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CONTACT

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EDUCATION

**Master of Science,
Library & Information Studies**
Florida State University
Tallahassee, FL
2000-2002

**Bachelor of Science,
Health Education & Health
Promotion**
Central Michigan University
Mt. Pleasant, MI
1990-1993

SKILLS

- Graphic/Web Design
- Copy Editing
- Metadata, Cataloging
- Project Management
- Team Leadership
- LEAN Process
- Systems Management

TECHNOLOGY

- Microsoft Suite
- Adobe Creative Suite
- Digital Asset Management

PROFILE

As an information professional, I am committed to supporting and enhancing a diverse learning and working environment by offering pragmatic and straightforward program management solutions that foster productivity. I work hard to deliver understandable, effective and useful applications and solutions that exceed user expectations.

WORK EXPERIENCE

Manager, Media and Instructional Technology
Midland Public School District | 2019-2020
Manage 10 K-12 media centers across the district.

- Serve as professional librarian for district
- Oversee work of 15 paraprofessionals in multiple media centers
- Manage/instruct on library management software (Follett).
- Train district employees on instructional technology and libraries

Manager, Web Operations, Office of the President
Saginaw Valley State University | 2018-2019
Responsible for the university website, managing 4 employees.

- Directed/managed University web presence (svsu.edu).
- Directed/managed intranet presence for the University.
- Manage all institutional digital assets.
- Developed/managed solutions for electronic workflows and e-forms

Project Coordinator & Information Specialist, Office of the Provost
Saginaw Valley State University | 2011-2018
Responsible for accreditation, academic and administrative information management.

- Created/maintained multiple web presences
- Managed all academic digital assets
- Assisted with curriculum management
- Developed/managed academic catalog(s)
- Developed/delivered electronic workflow and e-forms solutions

Director, Regional Education Resource Center, Office of the Dean
Saginaw Valley State University | 2003-2011
Managed and directed educational resources library in the College of Education

- Managed all resources and personnel
- Delivered resource solutions to enhance curriculum
- Managed all technology and library management software in center