

Scott A. Gilbert

1417 Conrad Sauer, Houston, TX 77043

cell: 832-563-4806

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OBJECTIVE:

Management position in a dynamic academic or public library or cultural archive. Specialty in customer service with keen interest in networked resource management.

EXPERIENCE

July 2003 – present:

Circulation Manager/Program Coordinator for the Cy-Fair College Branch of the Harris County Public Library, a dual-use public/academic library in West Houston.

Part of the team that launched the library and the college, under the administrative guidelines of both the Harris County Public Library and the College District, I hire, train, and supervise a staff of 10 full-time circulation assistants, 5 part-time assistants, and 10 part-time shelving assistants. I have served on the Budget Committee for Cy-Fair College, the Harmonic Library Consortium Steering Committee, the Circulation Policies Development Committees for the Harris County Public Library and chair the Circulation Committee for the North Harris Community College District Campus Libraries LIBEX group.

1984 – June 2000, January 2002 – June 2003

Access Services / Circulation Associate, Rice University,
Fondren Library, Houston

Provided circulation services to library customers; assisted patrons with reference questions and access to holdings, electronic resources, and technological resources; assisted in planning and implementation of library policies and mission; coordinated collection inventory; supervised and trained student workers; developed electronic internet course reserve system.

June 2000 – December 2001:

Corporate Graphic and Web Designer, Enduro Systems, Inc.

Developed, designed, and maintained Enduro Systems' four corporate division websites, and provided design services for print and the web.

1980-2005 Illustrator/Graphic Design Contractor:

Freelance graphic design and illustration solutions for the print and the web with clients in Houston and across the United States.

EDUCATION

2007: **Master of Library and Information Science**, University of North Texas, Denton
1985 -1989: **48 Hours Graduate Level Study**, University of Houston, Fine Arts – Painting Program
1984: **Bachelor of Fine Arts**, University of South Florida, Tampa. Drawing and Printmaking

AWARDS & PROFESSIONAL AFFILIATIONS

1995: **Xeric Grant Award** (\$5000) to publish a graphic novel, It's All True: The Best of True Artist Tales
1992: **Houston Cultural Arts Council Grants: Honorable Mention**

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REFERENCES

Rhoda Goldberg, Deputy Director, Harris County Public Library System, 8080 El Rio, Houston, TX 77054
713-749-9000

Sandra Dies, Circulation System Manager, Harris County Public Library System, 8080 El Rio, Houston, TX 77054
713-749-9001

Mark Harris, Director for Library Services, North Harris Montgomery Community College System, 5000 Research Forest Dr., The Woodlands, Texas 77381 832-813-6818

Dr. Earl Campa, Vice President, Dean for Student Success, Cy-Fair College, 9191 Barker-Cypress, Cypress, TX 77433
281-290-3924

Dr. Bob Williams, Vice President, Administrative Services, 9191 Barker-Cypress, Cypress, TX 77433
(281) 290-3936

Mick Stafford, Director, Cy-Fair College Branch Library, 9191 Barker-Cypress, Cypress, TX 77433
281-290-5276

Dr. Charles Henry, Vice-President & Chief Information Officer, Rice University
Fondren Library, MS-44
Rice University, Houston, TX 77005
713-348-4022

Virginia Martin, Circulation Manager, Rice University, Fondren Library
6100 S. Main, MS-44, Houston, TX 77005
713-348-4021

Walter Greig, CEO, Enduro Systems, Inc.
7100 Old Katy Road
Houston, TX 77024
713-358-4105
1-800-707-8655