

# AMY PEARCE

George W. Hopper Law Library, University of Wyoming College of Law  
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## Education

### **MASTER OF EDUCATION (INSTRUCTIONAL TECHNOLOGY)**

**George Mason University**, Fairfax, Virginia. 2004.

### **MASTER OF LIBRARY AND INFORMATION SCIENCE**

**Wayne State University**, Detroit, Michigan. 1999.

### **BACHELOR OF ARTS (BIOLOGY)**

**Central Michigan University**, Mt. Pleasant, Michigan. 1997.

## Experience

### **Public Services Librarian.** December 2008 - present.

GEORGE W. HOPPER LAW LIBRARY, UNIVERSITY OF WYOMING, LARAMIE, WYOMING.

- Provide reference services to faculty, students and the public in an academic law library, using print and electronic resources, including Westlaw and Lexis. Prepare and teach library instruction sessions for visiting undergraduate and graduate classes. Assist with Legal Research course.
- Assist with maintaining the library's web site, including updating list of faculty publications and creating lists of web resource links and the maintenance of the College of Law's web site, including updates, fixes, and search engine optimization. Work with university Web team to resolve problems. Attend Web training sessions as available.
- Prepare educational displays within the library and maintain the library's digital signage.
- Liaison to the Wyoming Law Review.
- Coordinate video recordings of events within the College.

### **Reference Librarian, George Mason University (Part-time).** August 2004 – April 2008.

GEORGE MASON UNIVERSITY, ARLINGTON & MANASSAS, VIRGINIA.

- At the Mercer Library (Manassas), assisted patrons in identifying, finding, evaluating, and using information at the reference desk as well as through e-mail. Assisted patrons at the circulation desk, including checking materials in and out and obtaining course reserve materials. Worked with the Graduate Reference Assistant on the production of the library newsletter.
- At the Arlington Campus Library, in addition to providing reference services, led Reference Collection Evaluation project, evaluating each title in the reference collection, making suggestions for titles to be moved, discarded or updated, and recommending new titles.

### **Collection Development Librarian (Part-time).** October 2004 – May 2005.

GEORGE MASON UNIVERSITY, FAIRFAX, VIRGINIA.

- Assisted Head of Collection Development and Preservation with both short-term and long-term projects, including establishing collection development policies, creating and maintaining budgets, making recommendations for implementation of a library-wide preservation program and researching current practices at other university libraries.

**Reference and Instruction Librarian, Johnson Center Library.** March 2000 – August 2004.  
GEORGE MASON UNIVERSITY, FAIRFAX, VIRGINIA.

- o Liaison librarian to: the University Transition Course Series, courses designed to assist freshmen with the transition to college life, and upper-level students with the transition to graduate school or the workplace; the Honors Program in General Education; the English Language Institute, a program that offers English language instruction for students for whom English is a second language and assists international students with the transition to life in the United States; University Life, which includes programs such as Orientation and Career Services.
- o Planned, developed, taught, and evaluated instruction programs; taught information literacy skills and supported research needs of faculty and students in my liaison programs, as well as other populations. Responsible for teaching full-range of classes: course-integrated, general overview, one-on-one, and drop-in.
- o Evaluated existing collections, assessed the information needs of students and faculty, sought input from multiple parties and purchased resources based on this data, managed multiple subject and discretionary budget lines, and led teams of science and technology subject experts.
- o Assisted patrons in identifying, finding, evaluating, and using information at reference desk as well as regular face-to-face in-depth research consultations, via e-mail, and in small groups and through virtual reference (LSSI; tutor.com).
- o Shared responsibilities of the Head of Reference while that position was vacant (2001). Supervised reference staff, managed reference collection, and reported to the library director.

**Electronic Resources Librarian, Department of the Interior Library.** June 1999 – March 2000.  
ASPEN SYSTEMS CORPORATION, WASHINGTON, DC.

- o Provided reference and research services to Department of the Interior employees and the public, in person and via telephone, fax and e-mail; responsible for science inquiries, in addition to answering general reference questions and assisting with legal research.
- o Participated in collection development, with a concentration in the sciences and Government Printing Office depository documents.
- o Re-designed existing library web site for use of the patrons and staff; maintained web site.

**Teaching**

**Adjunct Instructor, College of Professional Studies** Spring 2005, Fall 2005.  
THE GEORGE WASHINGTON UNIVERSITY, WASHINGTON, D.C.

- o Developed and taught four sections of CPS21: Electronic Research, a one-credit course for current police officers enrolled in a Police Science program. Taught students research skills, including evaluation and citing of information resources. Used Blackboard extensively as the online course management system.

**Instructor, The Freshman Center.** Fall 2002.  
GEORGE MASON UNIVERSITY, FAIRFAX, VIRGINIA.

- o Taught UNIV 100, a semester-long course for freshmen. Course covered topics such as time management, choosing a major, dealing with stress, healthy living, and involvement in student activities. Used WebCT as the online course management system.

**Service  
(Selected)**

**UNIVERSITY OF WYOMING, LARAMIE, WYOMING.**

Judge, Wyoming History Day (2010-2017)  
Researcher, Spence Law Firm Historic Trial (2016 & 2017)  
College of Law Web Team & Marketing Team (2011-present)  
Building and Technology Committee, College of Law (2009-2010)  
Representative from the College of the Law to the Library Council (2009)  
Law Library OPAC Transition Committee (2009)

**GEORGE MASON UNIVERSITY, FAIRFAX, VIRGINIA.**

Librarians' Council

Chair (2001-2002)  
Chair, Committee on Committees (2000-2001)  
Member, Professional Review Committee (2002-2004)  
Member, Appointment Committee for Engineering and IT Liaison Librarian (2001)  
Member, Appointment Committee for Science Liaison Librarian (2003)  
Member, Appointment Committee for Media/Interdisciplinary Studies Librarian (2004)  
President of the George Mason University Library Staff Association (2001-2003)  
Member, Liaison Librarian Program Task Force (2002-2004)  
Member, University Libraries Instruction Team (2004)  
Member, Information Technology Unit's Customer Service Standards Committee (2003 – 2004). Chair, Training Subcommittee.

**Presentations**

Google Scholar: Strategies & Tactics, Wyoming Library Association (August 2017)  
Research Toolkit for Legal Practice CLE, University of Wyoming College of Law (March 2017)  
Faculty Colloquy: Promoting Your Scholarship, University of Wyoming College of Law (March 2017)  
Cost Efficient Research Workshop and CLE, University of Wyoming College of Law (April 2016)  
Cost Efficient Research Workshop and CLE, University of Wyoming College of Law (April 2015)  
Presenter, Legal Technology, Albany County Bar Association (November 2012)  
Presenter, Technology Petting Zoo, Laramie County Public Library (August 2012)  
Zookeeper, Technology Petting Zoo, Wyoming Library Association's Annual Conference (2011)  
Legal Research Presentation to the Wyoming Institution Librarians Workshop (October 2009)  
Poster Session (Access to Justice) at the Wyoming Library Association's Annual Conference (October 2009)

**Memberships**

American Association of Law Libraries  
Wyoming Library Association

**Publications**

*Legal Podcasts*, Wyoming Lawyer, October 2017, at 48.  
*Legal Research Miscellanea*, Wyoming Lawyer, October 2016, at 60.  
*Google Scholar Case Law*, Wyoming Lawyer, February 2016, at 50.  
*Getting Paid*, Wyoming Lawyer, June 2015, at 62.  
*Help for the Solo Attorney*, Wyoming Lawyer, April 2014, at 58.  
*Energy Research Resources*, Wyoming Lawyer, August 2013, at 50.  
*Goodbye GPO Access, Hello FDsys*, Wyoming Lawyer, June 2012, at 34.  
*Law on the Go*, Wyoming Lawyer, June 2011, at 62.  
*Federal Agency Access*, Wyoming Lawyer, October 2010, at 48.