

Dana Skwirut

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Fanwood, NJ 07023

Education

• **Rutgers University School of Communication and Information**
Masters in Library and Information Science

New Brunswick, NJ
January 2013

• **Rutgers College, Rutgers University**
B.A. in Communication and Art History

New Brunswick, NJ
May 2008

Experience

Bernards Township Library

Children's Librarian

Basking Ridge, NJ

9/2015 - Present

- Provides reference, reader's advisory, and circulation services in a busy children's department.
- Acts as supervisor in department head's absence.
- Purchases juvenile chapter books and all A/V materials for the department.
- Plans toddler storytimes, tween workshops, and special, well attended, all ages programs.
- Markets programs and services via our webpages and social media channels.
- Works with fellow staff to develop a new, more user friendly, website.

Edison Township Public Library, North Edison Branch

Children's Librarian

Edison, NJ

5/2014 - 9/2015

- Developed regular early literacy branch programs and system wide family programming.
- Gave presentations at local elementary schools to promote library programs and services.

Summit Free Public Library

Children's Reference Librarian

Summit, NJ

8/2013 - Present

- Answers questions from public via telephone, email, and in person interactions.

Fanwood Memorial Library

Library Assistant

Fanwood, NJ

2/2013 - 11/2014

- Assisted patrons by answering reference and providing readers' advisory services.
- Planned programs such as elementary age book groups and weekly toddler story times.
- Designed marketing media and worked with director in new web page design.

Professional Association Experience

- NJLA Garden State Children's Book Award Committee 2014 -
- ALA New Members Round Table (NMRT) Mentoring Committee 2013 -
- Co-chair 2015 -
- ALA NMRT President's Program Committee 2013 - 2014

Certifications

- Professional librarian certificate for the state of New Jersey 2013
- CPR and AED certified for adults and children. 2014