

# Gideon Goodrich

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Processing archivist with experience with reparative description; accessioning and processing; research services; and service to diverse communities. I have worked extensively with ArchivesSpace, Aeon, and a variety of database interfaces in both processing and reference contexts. In addition, I have experience with creating EAD Finding Aids using the DACS standard; creating MARC records for archival collections; and research, compiling, and working with descriptive best practices for inclusive and reparative description.

## Library and Archives Experience

### **Archivist for Archival Processing** — *Bentley Historical Library, University of Michigan*

May 2023 - Present

- Independently and collaboratively perform intellectual appraisal, arrangement, archival description, and preservation of material in diverse physical and born-digital formats.
- Create EAD finding aids and MARC records for review by the Lead Archivist for Collections Management using tools like ArchivesSpace and Archivematica, as well as national best practices, DACs, and locally developed practices.
- Practice innovative and extensible methodologies for effective and efficient processing of archival collections.
- Employ reparative description best practices and guidelines to review and enhance the Bentley's legacy archival description of collections by and about historically marginalized and underrepresented groups.
- In collaboration with others, create an action plan aimed to establish a systematic approach to reparative and conscientious description of Bentley collections.
- Engage in Bentley-wide initiatives and collaborative projects.

### **Research Services Librarian** — *Special Collections Research Center, University of Michigan*

October 2021 - May 2023

- Designed and administered service models that deliver high-quality, user-centered services with available resources; explored and implemented changes to service models and supporting processes.
- Administered the online registration and materials request software; worked with colleagues to ensure that collection material was onsite and ready for use for patron appointments.
- Developed, documented, implemented, evaluated, and communicated policies and procedures governing the use, reproduction, and handling of collection material.
- Responded to general and collection-related inquiries, including those regarding publication and use of collection material
- Collaborated with public services staff in other library units to align goals and share best practices.
- Gathered and reported usage and other statistics.

### **Accessioning Archivist** — *Eberly Family Special Collections Library, Penn State*

October 2020 - October 2021

- Inventoried archival collections according to archival principles to preserve historical context and physical characteristics.
- Applied national professional standards and local guidelines to support the acquisition, accessioning, and location management for new materials.
- Participated in projects to review and correct collections data to ensure consistency and accuracy in holdings records across several discovery platforms.

- Established competency in the use of both bibliographic and archival management databases for searches of holdings records and reference support.

**Research Services Archivist** — *Eberly Family Special Collections Library, Penn State*

September 2019 - October 2021

- Provided remote reference support for patrons through the Ask-A-Librarian suite of tools, as well as provide consultations as needed.
- Scanned requested materials in support of patrons and instructors.
- Retrieved and reshelved materials for researchers and internal stakeholders.
- Contributed to and facilitated research-focused outreach events to disseminate information to the broader scholarly community.
- Participated in collaborative efforts to refine public-facing workflows.

**Late-Evening Reference Assistant** — *College Library, University of Wisconsin-Madison*

August 2017 - May 2019

- Answered interdisciplinary questions from a diverse patron base at a high-traffic reference desk.
- Taught patrons how to find resources, create research questions, and perform iterative research in-person and over chat.
- Mentored undergraduate circulation employees.
- Created and reviewed numerous online undergraduate research guides.
- Performed security duties during weekend shifts.

**Practicum Student Assistant** — *College Library, University of Wisconsin-Madison*

Fall 2018

- Taught a series of information literacy sessions for undergraduates in ESL 117; Facilitated one-on-one instruction on a variety of topics.
- Created introduction talks for classes visiting the Special Collections library.
- Created an African-American Literature online research guide to make those collections and materials more accessible to researchers.

**Archival Processing Assistant** — *Ho-Chunk Nation Museum, Tomah, WI*

Summer 2018

- Developed museum digitization policy based on recommendations from the Sustainable Heritage Network.
- Digitized and cataloged over 700 cultural photos and provided metadata based on current metadata standards.

**Usability Testing Student Assistant** — *College Library, University of Wisconsin-Madison*

August 2017 - October 2018

- Collaborated with colleagues to develop and run usability and accessibility tests.
- Researched and implemented manual screen-reader accessibility tests for the UW-Madison Libraries websites.
- Analyzed and coded qualitative and quantitative results and created usability reports for library stakeholders.

## Related Professional Experience

**Branded Content Specialist** — *Industry Dive, Washington, D.C.*

1.5 years

- Managed a team of freelance writers, setting project deadlines, and editing written work for the creation of whitepapers, webinars, and native content.
- Communicated with clients to ensure deadlines and reviews met their timeline and expectations.

## **Technical Writer/Customer Support — Heyo, Blacksburg, VA**

2 years

- Created how-to and support blog posts for Heyo software; Addressed customer questions on via chat and over the phone.

## **Projects**

### **Research Services Manual, *Special Collections Research Center***

Winter 2022

- Gathered existing materials from past research services librarians and evaluated processes for improvement or replacement; wrote out workflows necessary for the research services team in a single accessible document.

### **SCRC Aeon Refresh Project, *Special Collections Research Center***

Summer 2022

- Worked with Martha Conway to develop a prioritized list of needs for the SCRC Aeon instance.
- Mapped out how requests moved through our queues and routing rules; created a workflow that separates materials in Aeon by storage location.
- Worked with colleagues at Atlas to remove unused queues; manually cleaned up the remaining legacy data.

### **A/MI Remote Access Pilot, *Special Collections Research Center***

Fall 2021-22

- As part of the pilot team, researched the complex copyright and fair use rules and risks surrounding providing remote access to the audio and moving images resources.
- Researched and submitted a proposal for a virtual reading room to simulate on-site access for remote patrons as administered by the Research Services Librarian.

### **Inclusive Description Style Guide, *Eberly Family Special Collections***

July 2021

- Served on the editorial team for the Eberly Family Special Collections Library Inclusive description Style guide; Researched community archival description standards; provided editorial support for student assistant, Ben Mitchell, as he put together the guide.

### **Black Alumni Oral History Project, *Eberly Family Special Collections***

Spring 2021

- Accessioned the *Black Alumni Oral History collection* and the *Carol Merrill-Bright papers* for the project exhibition.
- Processed the *Carol Merrill-Bright papers* in order to make them immediately accessible; worked with alumna, Maia Hill, to describe the collection.

### **Race and Racism Community of Practice, *Penn State Libraries***

Spring 2021

- Created a community of practice to address issues of race and racism in the United States, as well as in our profession, with two colleagues.
- Created and adjusted a syllabus with other moderators, and ran discussions for the community of practice, totalling 10 consistent members.

### **Trans Solidarity at the Reference Desk, *Eberly Family Special Collections***

Fall 2020

- Conducted a training for the Eberly Family Special Collections Library on practicing solidarity with trans patrons and employees.

### **Occult Collections Pop-Up Exhibit, *Eberly Family Special Collections***

Fall 2019

- Selected materials and staged a pop-up exhibit for the "Dungeons and Dragons in the Archives" event at the Eberly Family Special Collections Library.

## **Selected Presentations and Publications**

The Queer Metadata Collective, Keahi Adolpho, Allison Bailund, Emma Beck, Jennifer Bradshaw, Ellis Butler, Bianca Bárcenas, et al. "Best Practices for Queer Metadata". Zenodo, July 15, 2024. <https://doi.org/10.5281/zenodo.12745720>.

- Goodrich, Gideon, "Jimmie Howard Reynolds diary," February 2024,  
<https://findingaids.lib.umich.edu/catalog/umich-bhl-2024002>.
- Goodrich, Gideon, "Richard Ross collection", August 2023,  
<https://findingaids.lib.umich.edu/catalog/umich-bhl-2023006>.
- Goodrich, Gideon, "Wayne County Library System records", September 2023,  
<https://findingaids.lib.umich.edu/catalog/umich-bhl-2023008>.
- Goodrich, Gideon, "The Ecology Center of Ann Arbor and Teach-In on the Environment oral histories", October 2023, <https://findingaids.lib.umich.edu/catalog/umich-bhl-2023015>.
- Goodrich, Gideon and Hannah Jenkins, "Joseph Kumao Sano papers", August 2023,  
<https://findingaids.lib.umich.edu/catalog/umich-bhl-2013011>.
- deGraffenreid, Alexandra and Goodrich, Gideon (2023) "Improving Access and Discovery of LGBTQIA+ Materials Across Collection Services Workflows," *Journal of Contemporary Archival Studies*: Vol. 10, Article 18. <https://elischolar.library.yale.edu/jcas/vol10/iss1/18>.
- de Graffenreid, Lexy, Mae Casey, and Gideon Goodrich, "Creating More Inclusive Minimal Description: Implementing Inclusive Practices at Accessioning", Presented at the Society of Southwest Archivists Annual meeting, 2023. Attended by 105 attendees (60 virtual, 45 in-person).
- Goodrich, Gideon, "Getting the 'Trans Thing': Being Out and Maintaining Identity in LIS," Trans and Gender-Diverse Experiences in LIS (Library Juice Press). July 4, 2023.  
<https://litwinbooks.com/books/trans-and-gender-diverse-voices-in-lis/>.
- Elizalde, Tere and Gideon Goodrich, "Mayela Rodriguez Latinx Library Cartonera Collection," December 2022, <https://findingaids.lib.umich.edu/catalog/umich-scl-ams0175>.
- Goodrich, Gideon and Mae Casey, "Guide to the Queer Zine and Small Press Collection," September 29, 2021, <http://n2t.net/ark:/42409/fa83h2d>.
- Goodrich, Gideon and Maria Hill, "Guide to the Carol Merrill-Bright papers ," March 22, 2021, <https://arks.libraries.psu.edu/ark:/42409/fa85d3c>.
- Gideon Goodrich, "Guide to the Robin Becker Poetry Chapbook Collection," 2021,  
<http://n2t.net/ark:/42409/fa8t65g>.
- Goodrich, Gideon, "Guide to the Early Male Tightlacing, Corseting, and Cross-Dressing Collection," March 4, 2021, <http://n2t.net/ark:/42409/fa84m2w>.
- Goodrich, Emily, "Children's Hospital," Virginia's Best Emerging Poets: An Anthology (Z Publishing, 2017).

## Committees and Memberships

### Professional Memberships

*Member*, Society of American Archivists (SAA). February 2024 - Present

*Member*, Midwest Archives Conference (MAC). Feb 2022 - Present

*Description Team Member*, Queer Metadata Collective, Sept 2022 - June 2024

*Member, Mid-Atlantic Regional Archives Conference (MARAC). April 2021 - April 2022*

*Description Team Member, Trans Metadata Collective, June 2021 - Oct 2021*

## **University of Michigan**

*Chair, Inclusive and Reparative Description Committee, Bentley Historical Library.*

*January 2025 - Present*

*Member, DEIA Catalog Working Group, University Library, Bentley Historical Library, and Clements Library.*

*July 2023 - Present*

*Member, Organizing Committee, LEO-Galleries, Libraries, Archives and Museums campus. Oct 2021 - Present*

*Co-Chair, Inclusive and Reparative Description Committee, Bentley Historical Library. January 2024 - January 2025*

*Steward, LEO-Galleries, Libraries, Archives and Museums campus. May 2022 - May 2023*

*Co-organizer, SCRC Anti-Racist Community of Practice. September 2022 - May 2023*

*Member, SCRC Social Media Team. Nov 2021 - May 2023*

*Special Collections Representative, Digitization Triage Team. Oct 2021 - May 2023*

## **Pennsylvania State University Libraries**

*Co-Chair, Strategic Planning, Diversity Committee. Oct 2020 - Oct 2021*

*Co-Chair, Race and Racism Community of Practice. January 2021 - June 2021*

*Member, Inclusive Description Working Group. Oct 2020 - Oct 2021*

*Member, Accessibility Working Group. Jan 2020 - July 2020*

*Special Collections Representative, Public User Groups Services. April 2019 - Oct 2021*

## **Skills**

**Archives Software and Standards:** ArchivesSpace; Encoded Archival Description (EAD); Describing Archival Collections (DACs); XML

**Library Software and Standards:** LibGuides; LibAnswers; Alma; Aeon; Database interfaces (EBSCO, ProQuest, Scopus, among others); ACRL Framework; Machine Readable Cataloging (MARC) records

**Web Development:** Python; CSS 3; HTML 5; Wordpress; JAWS screen readers

**Project Management:** Airtable; Trello; Basecamp 3

## **Education**

### **University of Wisconsin-Madison**

*Master's of Arts, Library and Information Studies, Archival Track*

**2019**

### **Virginia Tech**

*Bachelor's of Arts, English, Professional and Creative Writing, In Honors*

**2015**