

*Curriculum Vitae*

**NANETTE S. BULEBOSH, MLIS, M.ED**

*Elkhardt Lake, WI 53020*

**PROFESSIONAL PROFILE**

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- Accomplished career demonstrating success in community engagement, education, journalism and library leadership.
- Experience in conceiving and building programs from the ground up through proven competencies in leadership, citizen advocacy, public relations, budget administration, fundraising, technology, and grant writing.
- Managed teams of 5-30 people in libraries, classrooms and newsrooms; wrote and co-wrote grants (LSTA and others); partnered with local organizations and community stakeholders to initiate and plan events, projects, and funding campaigns; founded a library Friends group; created local history digital collection of 630+ items.
- Effective and compassionate communicator with strong interpersonal abilities and proven skills in marketing/advocacy in digital and print media, and the ability to lead, teach, facilitate discussions, establish goals and attain results.
- Strong focus on community engagement through networking, public speaking, project planning, team building and volunteerism. Absolutely committed to exceptional external and internal customer service
- Experience in implementing special programs and tutoring sessions for teen and adult learners.

**EDUCATION**

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- **Master of Library and Information Science**, University of Wisconsin-Milwaukee School of Information Studies, Milwaukee, WI
- **Master of Education**, Lakeland College, Sheboygan, WI
- **Bachelor of Arts**, Lakeland College, Sheboygan, WI
  - Majors: English, Secondary Education/Minors: Journalism, history and theater

## TEACHING EXPERIENCE

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### **Adult High School Program Coordinator**, Bryant & Stratton College, Glendale, April 2015- May 2016

- Coached, tutored, recruited and encouraged adults attempting to earn a high school diploma through BSC's high school completion program. Also kept accurate student records, planned special events, and served as liaison between the students and college officials.

### **Adjunct Instructor**, Bryant & Stratton College, Milwaukee, WI Sept. 2011 – April 2015

- Taught COMM 150, a required Information Literacy & Research course, to BSC freshmen for three semesters. The course covered effective search strategies, the invisible web, research topics, social networking, and library skills. Later served as college test center coordinator.

### **Adjunct Instructor**, University of Wisconsin-Madison SOIS, CES, Adjunct Instructor, spring 2012

- Taught basic reference principles and strategies to library employees who were working for public librarian certification in Wisconsin

### **Adjunct Instructor**, Lakeland College, Sheboygan, WI 1997-1998

- Taught Composition 101 and 102 to undergraduates. Developed assignments, met with students upon request, and evaluated written work, including research papers.

### **Instructor and Special Education tutor**, Plymouth High School, Plymouth, WI 1993-1994

- Taught beginning freshman and sophomore English, mass media and literature to high school students. Served as ED (emotionally disturbed) student advocate, tutor and student adviser.

### **Instructor**, Lakeland College – Japan, Tokyo, Japan, 1992

- English as a Second Language to Japanese natives.

### **Adjunct Instructor**, University of Wyoming, Laramie, WY 1989-1990

- Taught investigative reporting, newspaper writing, interviewing and other journalism skills to undergraduates

### **Adjunct Instructor**, Laramie County Community College, Cheyenne, WY 1988-1990

- Taught English Composition 101 & 102 and American literature to mostly non-traditional students

### **Instructor and Proctor**, Marian Heights Academy, Ferdinand, IN 1982-1984

- Taught high school English, drama, photography, and graphic design at all-girl Catholic boarding school. Served as drama director, yearbook adviser and dorm proctor

### **Graduate Assistant**, Purdue University, West Lafayette, IN, 1979

- Taught two sections of basic and remedial writing to undergraduates while enrolled in Purdue's American Studies program. Directed radio drama group

## LIBRARY EXPERIENCE

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**Interim Library Director**, Oscar Grady Public Library, Saukville, WI, Oct - Nov. 2015

- Provided staff support, leadership and guidance, addressed patron issues and concerns, managed library operations, assisted with programs, paid the bills and served at the discretion of the library board and village officials during the library director's five-week medical leave.

**Book discussion facilitator**, Mead Public Library, Sheboygan, WI, Sept. 2012 – April 2015

- Volunteer group leader for MPL's monthly fiction book discussions.

**Trustee**, Plymouth Public Library, Plymouth, WI, Sept. 2011 – Sept. 2014

- Oversaw vision and mission of Plymouth Public Library on behalf of rural Sheboygan County.

**Member at Large**, Joint County Library Planning Committee, Dec. 2013 – Dec. 2014

- Ad-hoc committee appointed to rewrite the Eastern Shores Library System five-year plan.

**Library Reference Services instructor**, UW-Madison SOIS-CES, spring 2012

- Taught an online reference course to library employees seeking Public Librarian Certification.

**Technology Tutor**, Mead Public Library, Sheboygan, WI, January-May, 2010

- Taught beginning computer use and online job search skills to patrons (volunteer).

**Library Director**, Kiel Public Library, Kiel, WI, 2002-2009

- Managed and evaluated 11-member staff (FTE 4.5) and administered \$275,000 budget. Directed programming, long-range planning, public relations, patron services, collection development, technical services and customer support for a small public library. Served as chief executive officer to a board of trustees, redesigned library website, created and managed a local historical research center and later wrote a LSTA grant to create an accompanying digital collection. Coordinated a needs assessment project for the library's long-range growth. Rewrote and expanded policy manual. Initiated focus groups and surveys to assess customer services. Oversaw youth dept., launched YA programs and organized a Friends group. Regularly spoke to civic groups.

**Library Assistant**, Elkhart Lake Public Library, Elkhart Lake, WI 1999-2001

- Conducted reference, readers' assistance, cataloging and customer service duties. Led pre-school story & craft sessions for families with young children.

## OTHER EXPERIENCE

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### **Domestic Interpreter**, Wade House Historic Site, Greenbush, WI, summer 2012

- Served as costumed tour guide and storyteller for visitors to the historic Wade House, a 19<sup>th</sup> Century stagecoach inn, one of Wisconsin's 11 state historic sites. The tour tells the story of frontier entrepreneur Sylvanus Wade and his family during the Civil War years.

### **Communications Coordinator**, Volunteer Center of Sheboygan County, 2011-2012 (volunteer)

- Oversaw campaigns to promote the services of the VCSC to area non-profit agencies, businesses, schools, and the general public. Assisted in event planning, marketing and training.

### **Self-Employed Writer**, Elkhart Lake, WI, 1994-1999

- Wrote stories, designed newsletters, and produced promotional literature for corporate and non-profit clients, including Aurora Corp., RCS Sheboygan, Plymouth Chamber of Commerce, and the Wisconsin Dept. of Public Instruction.

### **Grant Writer**, Sheboygan Area Children's Book Festival, Sheboygan, WI, Jan-March, 2010 (volunteer)

- Assisted in drafting a successful \$10,000 grant request to the Wisconsin Humanities Council for the first of what is now an annual event.

### **Staff Writer and Photographer**, *Sheboygan Press*, Sheboygan, WI, 1990-1993

- Covered municipal government, education, business and economic development, and developed feature stories for afternoon daily newspaper.

### **Assistant Editor**, *Wyoming Eagle*, Cheyenne, WY 1987-1990

- Assistant editor and writer for morning daily newspaper. Assigned stories, designed the front page and took photos as necessary. Covered Wyoming's Legislative sessions, the governor's office and political campaigns.

### **Assistant News Director**, KFKA Radio, Greeley, CO 1986-87

- Covered local and Western regional news at mid-sized radio company. City and county government, business, education, ranching issues, manufacturing and water issues

### **News Director**, WHBL Radio, Sheboygan, WI 1985-86

- Director news staff for East-Central Wisconsin radio station. Broadcast half-hourly newscasts live or recorded, assigned stories, covered local police/court beat, interviewed newsmakers, covered municipal, school, economic development and political news.

## **PUBLICATIONS AND PRESENTATIONS**

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- “Volunteer Center Unveils Centralized Recruiting for Local Agencies,” Plymouth Review, May 26, 2011
- “No Dream is Too Big: Elkhart-Lake-Glenbeulah Schools Focus on Hands-on, Ambitious, and Thinking-Ahead Education,” Plymouth Review, Feb. 10 & 16, 2011
- “Surge in E-Reader, Tablets Predicted in Three Years,” Library Journal, May 2010
- “The Little Library That Does Big Things.” Presentation to the Kiel City Council, December 2008
- “Big Streets in a Little City: Kiel Public Library’s Digitization Project.” Presentation to the Wisconsin Association of Public Libraries, May 2008
- “Sandbox Synergy: La Crosse Launches Innovative Preschool Partnership.” Feature story in Wisconsin School News, June 2000

## **AFFILIATIONS & COMMUNITY SERVICE**

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- Lakeland College/University Alumni Ambassadors Executive Committee, since 2012
- Emerge Wisconsin, women’s networking group, member and advocate, since January 2015
- Glacial Lakes Conservancy, special events planning committee member, Jan-Aug. 2014
- Joint (Sheboygan-Ozaukee) County Library Planning Committee, Dec. 2013-2014
- Plymouth Public Library Board of Trustees, county representative, Sept. 2011 - Sept. 2014
- Mead Public Library, fiction book group facilitator, 2012 - 2015
- Wisconsin Library Association, committee & section member, 2002 - 2014
- Kohler and Plymouth area Toastmasters, since Sept. 2010
- STC, Mad Yarn, TYA and other local theater troupes, actor, writer & director, since 1985
- Elkhart Lake-Glenbeulah School Board, 1997-2003
  - Chair, Community Relations Committee
- Greater Elkhart Lake Kids Coalition founding member, 1999
- Little Red School House board member, 1999
- Sierra Club – Algonquin Shores Group president, 1996-98
- Plymouth Area Business & Professional Business Women, president, 1994-95