

Maggie Bootman
Sul Ross State University
Bryan Wildenthal Memorial Library
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Education

Master of Library Science

Texas Woman's University Denton, TX
GPA: 3.769/4.0

December 2015

Bachelor of Arts

Major: Library and Information Science Minor: Spanish
The University of Southern Mississippi Hattiesburg, MS
GPA: 3.721/4.0, graduated with Honors

December 2011

Professional Experience

Head of Technical Services and Collection Development, Librarian

Sul Ross State University, Alpine, TX

July 1, 2024-present

- Coordinate and work on all technical services and collection development for the Sul Ross's libraries at the Alpine and Rio Grande campuses
- Work with library director and library staff on various projects
- Serve on Faculty Assembly and other university committees

Customer Service Representative

Davis Mountains State Park, Texas Parks and Wildlife, Fort Davis, TX

January 3, 2022-June 29, 2024

- Provided customer service to campers and day use visitors over the phone and in-person about the park and local area
- Checked in campers and made reservations and handle cash
- Performed other duties such as filing, making copies, assisting with inventory and park maintenance

Library Director

Mitchell County Public Library, Colorado City, TX

June 5, 2017-December 21, 2021

- Assisted with daily operations of the library including circulation, cataloging, and computer help
- Planned and coordinated various library programs and ordered materials for the library
- Communicated with and report to the library board, county commissioners' court, auditor's office, and others about the library

Branch Manager

Pearl Public Library Pearl, MS

April 1, 2016 –May 30, 2017

- Managed large staff within three departments and assisted with daily operations
- Served patrons and ensured that policies are being followed by patrons and staff
- Ordered materials through different vendors and completed monthly Petty Cash reports.

Assistant Branch Manager

Walls Public Library Walls, MS

August 1, 2015 –March 30, 2016

- Scheduled library staff monthly and serve as branch liaison for administration
- Supported and served patrons by answering questions about materials and technology
- Ordered materials for all ages levels through Ingram and Midwest Tapes.

Library Assistant

Walls Public Library Walls, MS

December 2, 2013-July 31, 2015

- Supported and served patrons by answering questions and providing quality service
- Placed holds, renewed items, circulated items, and searched for items
- Supported in other areas such as weeding materials and cataloging materials.

Practicum Experience

Intern

Tennessee State Library and Archives Nashville, TN

October 2015

- Added series to titles in WebReads for the Library for the Blind and Physically Handicapped
- Performed other tasks such as cataloging for the Library for the Blind and Physically Handicapped
- Began cleaning tables and added hyperlinks in a Microsoft Word document for a digital index project.

Student-Librarian

Sacred Heart Catholic School Hattiesburg, MS

August 2011-December 2011

- Cataloged and circulated materials
- Read various stories to Pre-Kindergarten to 6th grade students and aided with crafts
- Performed other duties as assigned by the school librarian.

Professional Memberships

- Texas Library Association (2017-2021)
 - 2019-2020 District 1 Chair Elect
 - 2020-2021 District 1 Chair
 - Small Community Libraries Round Table
 - Public Library Division
 - 2020 TALL Texan Leadership Institute
 - Texas Book Festival/Texas Library Association Committee
- Lions Club International-Colorado City Chapter (2017-2021)
 - 2019-2020: 3rd Vice-President
 - 2020-2021: President
 - 2021: Immediate Past President
- Friends of the Lake Colorado City State Park
 - 2019-2020: Secretary
- Alpine Public Library
 - 2024-Present: Board Member

Accomplishments

- Participated in the 1st Library Technology Academy Grant Program through the Texas State Library and Archives Commission in 2018.
- 2020 TALL Texan Leadership Institute Participate through the Texas Library Association
- Alpine Public Library ReReads Bookstore Volunteer: 2022-2024