

Connor L. Flatz M.L.I.S
Library Director of the Corrigan Memorial Library
St. Joseph's Seminary Yonkers, New York

EDUCATION

Masters of Science in Library and Information Science September 2009
Long Island University (Brookville, NY)

Masters of Theology**

St. Joseph's Seminary (Huntington, NY)

** While working at the Seminary of the Immaculate Conception, I audited most of the core and electives courses in order to improve my professional knowledge of theology and to better assist the students.

Masters of Arts, Modern European History February 2009
Fordham University (Bronx, NY)

Thesis Title: Patriotic Culture in the Mass Media during World War I in Great Britain and the United States

Advisor: Dr. W. David Myers

Bachelor of Arts, Medieval Studies May 2007
Fordham University (Bronx, NY)

PROFESSIONAL EXPERIENCE

Saint Joseph's Seminary (Yonkers, NY) 08/2016-Present

Library Director

- Oversee the daily library operations which include cataloging, reference service, interlibrary loan and information literacy instruction.
- Responsible for hiring, supervising, and scheduling library staff.
- Manages the planning and administration of library budget.
- Responsible for collection development and acquisitions for the library.
- Liaison between various library vendors and Corrigan Memorial Library
- Collaborate with St. Joseph's campus libraries on projects and more efficient means of providing services to all students.
- Responsible for maintaining the library's compliance with the requirements for accreditation.

Seminary of the Immaculate Conception (Huntington, NY) 12/2011- 08/2016

Librarian

- Assisted in the management of the library's services, which includes cataloging, reference, interlibrary loan, and vendor relations.
- Responsible for acquisitions and the management of the serials collection.
- Assist in the supervision of our volunteers and our circulation clerks.
- Responsible for the integration of new technologies into the library collection. (Ex. LibGuides, Inter-diocesan Portal, and video tutorials on library resources.)
- In charge of managing course reserves.

Cathedral Seminary House of Formation (Douglaston, NY) 02/2013- 08/2016

Librarian

- Manage library's day to day operations, which include cataloging, reference, acquisitions, collection development, course reserves, and interlibrary services.
- Provide information literacy classes and research handouts for the students.
- Manage the library budget and supervise the student workers.
- In charge of managing the vendor relations for all electronic, print and integrated library system for the library.
- Assist in the creation of library policy with the dean.
- Oversaw the migration of the library's catalog from Resource Mate to KOHA.
- Assist in administration responsibilities for the library's website.

Fordham University (New York, NY)

09/2010-05/2011

Reference Librarian

- Worked on the reference desk, responding to student research requests via phone, text, and in person.
- Dealt with METRO card requests.
- Supervised and assisted the student workers.

Cold Spring Harbor Laboratory (Cold Spring Harbor, NY)

Temporary 12/2010- 02/2011

Librarian

- Organized the annual publications of the Laboratory's Scientists for reference and eventual binding.
- Created an End Notes database of the scientist's publications from 1997-99 with a corresponding Excel spreadsheet.
- Improved my scientific database searching skills, through my work on the publication organization project.
- Increased my knowledge of electronic collection development vis-à-vis staff instruction and projects

American Irish Historical Society (New York, NY)

02/2010 - 04/2010

Intern -Archival Department

- Processed the collection's rare books, periodicals, and ephemera in order to create a master finding aid for the collection.
- Provided collection access to researchers.
- Created a simple environmental data system to determine and address the fluctuations found in building's HVAC system.

RESEARCH EXPERIENCE

Masters Researcher

Department of History, Fordham University

- Conducted primary source research at numerous libraries, examining their collections of period newspapers, film, and posters through multiple sources.
- Examined the London Times, New York Times, propaganda films and posters from the United States and Great Britain during the First World War in order to determine their impact on patriotic culture.

TECHNICAL SKILLS

- Proficient in the usage of EBSCO, Oxford, Gale, ProQuest, J-Stor, Project Muse, and Intalex suites of electronic research resources.
- Adept in copy cataloging and physical processing of library materials.
- Working knowledge of Audacity and Wix.com software.
- Skilled in Microsoft Word, Excel, and Outlook.

PROFESSIONAL MEMBERSHIPS

- American Theological Librarian Association (ATLA)
- New York Theological Library Association (NYATLA)
- MCCLC Catholic Library Association
- Catholic Library Association (CLA)