

Marla Almaguer

eCampus/UNG/DETI
82 College Circle
Dahlonega, GA 30597
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Education

In Progress - Started Fall 2018, ABD Started Spring 2022
Ed.D. Doctorate Degree in Leadership with a focus in Higher Education
Valdosta State University, Valdosta, GA

December 2015
M.L.I.S. Masters Degree in Library and Information Science
University of North Carolina Greensboro, Greensboro, NC
Summa Cum Laude (4.00 G.P.A.)

December 2013
B.A. Baccalaureate Degree in Literature and Language
University of North Carolina at Asheville, Asheville, NC
Magna Cum Laude (3.84 G.P.A.)

Work Experience and Accomplishments

Associate Director of Academic Services for eCampus, eCore and eMajor through UNG, Christy Talley-Smith, Dr. Brett Miles, Katie Shoemake, and Dr. Randy Blackmon
82 College Circle, Dahlonega, GA 30597 (706) 864-1889

- Team lead for part-time embedded: librarians, English writing tutors, & STEM tutors
- Data management & collection: SpringShare LibAnswers, LibChat, & LibGuides
- Course Design: GoView, Information Literacy FreeCampus Course
- Presentations: Blackboard Collaborate Ultra, Zoom, & Teams
- Annual performance reviews

2024-present

Lead Embedded Librarian for eCampus, eCore and eMajor through UNG, Christy Talley-Smith and Dr. Brett Miles

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- Data management & collection: SpringShare LibAnswers, LibChat, & LibGuides

- Course Design: GoView
- Presentations: Blackboard Collaborate Ultra & Zoom

2021-2024

Reference and Instruction Librarian, GHC Cartersville Library and Testing Center, Jessica Osborne and Julius Fleschner

5441 Highway 20, NE Cartersville, GA 30121 (678) 872-8400

- Research, citations, & avoiding plagiarism
- Circulation desk management
- Library instruction
- Humanities liaison

2016-2021

Student Assistant Manager, GHC Cartersville Library and Testing Center, Jessica Osborne and Julius Fleschner

5441 Highway 20, NE Cartersville, GA 30121 (678) 872-8400

- Student worker manager
- Interviewer, hirer, & scheduler: OneUSG
- Semesterly performance reviewer & meeting coordinator
- Notetaker & information facilitator via student worker email

2018-2021

FCST 1010 Instructor, Georgia Highlands College, Alan Dutch

5441 Highway 20, NE Cartersville, GA 30121

- Freshman studies - the college experience course instructor
- Lesson planner & grader: D2L
- Course redesign based on student feedback

2016-2018

Reference Intern, UNCG Jackson Library, Jenny Dale and Amy Harris-Houk

320 College Avenue Greensboro, NC 27412 (336) 334-5304

- Reference desk assistant
- Research, directions, general information, and services provider
- Referrer to library leadership for higher research needs
- READ scale: up to level 4 research assistance

2014-2015

Contributing Author, Editorial Assistant, Researcher, Writer

The Journal of Black Mountain College Studies; Postscript, The Journal of the Philological Association of the Carolinas; The Anthology of Black Mountain College Poetry

- Academic publishing projects worker & facilitator
- Copy editor, researcher, & writer: Microsoft Office 365, Adobe Acrobat Pro 9.0, OCR, & WordPress

2012-2013

Skills

1. Servant based leadership with empathy & emotional intelligence
2. Bilingual - fluent in English and Spanish
3. Teaching and instruction; research, citation, & avoiding plagiarism
4. Assessment of class' research skills and implementing assessment activities
5. Working as a communicative team member
6. Organizing data and triageing projects
7. Managing workflow, project traffic, and leading teamwork
8. Integrating software applications & web-based content management systems
9. Supervising, coaching, & mentoring
10. Writing, editing, & analyzing information [99th percentile]

Membership and Awards

1. President of Sigma Tau Delta English Honors Society for Fall 2013
2. LISSA member from Spring 2015 to Fall 2015
3. Certificate of Appointment of Notary Public for Georgia, Cherokee County 2016 - 2020
4. Certificate of Training for Accessibility by Design: Introduction to Training 2016
5. Certificate of Completion for Independent Applying the QM Rubric (APPQMR) 2016
6. Safe Zone Certified 2016
7. QPR Gatekeeper Certificate for APR Suicide Prevention Gatekeeper Program 2016
8. eCampus Leadership Mini Series Course: Week 1 Framing Leadership, Week 2 Leadership Development, Week 3 Fostering a Positive Environment, & Week 4 Leading Change 2023
9. Leadership Mini Series: Focus Topic, Bringing eCampus Values to Life 2023
10. eCampus Leadership Mini Series: Innovators 2024

Leadership Positions and Committees Served

1. Secretary of GHC Towards Zero Suicide Committee 2018 - 2020
2. Vice President of GHC Towards Zero Suicide Committee 2020 - 2021
3. Member of G3 GALILEO Assessment Committee 2019 - 2021
4. Parliamentarian of GHC Faculty Senate FY 2020 - 2021
5. GHC Humanities Liaison Librarian 2020 - 2021