

# Paul Williford

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## Education

Master of Science in Library Science (1988) – University of North Carolina at Chapel Hill  
Bachelor of Arts *cum laude* in Psychology/Religion (1982) – Rhodes College

## Additional Training

Excellence in Library Customer Service (2009) – Panhandle Library Access Network Workshop – Niceville, FL  
The Library's Place on Campus (2008) – SOLINET Workshop – Panama City, FL  
ACM Special Interest Group on University and College Computing Services Conference (2006) – Edmonton, Alberta  
Digital Assets Management (2005) – NITLE Symposium – Atlanta, GA  
IT Project Management and Emerging Practices (2005) - Associated Colleges of the South Retreat – Georgetown, TX  
MetaLib Implementation Training (2004) – Jacksonville, FL  
Luminis Web Portal Channel Administration Training (2004) – Pensacola, FL  
SFX Implementation Training (2003) – Tallahassee, FL  
XML Fundamentals (2003) – SOLINET Workshop – Gainesville, FL  
Computers in Libraries Conference (2003) – Washington, DC  
Managing Multiple Projects, Objectives & Deadlines (2002) – SkillPath Seminar – Pensacola, FL  
The Invisible Reference Desk – SOLINET Workshop (2001) – Panama City, FL  
Java Application Programming (1999) – Southwest Tennessee Community College  
Advanced C++ Programming (1999) – Southwest Tennessee Community College  
Windows Visual Basic (1999) – Southwest Tennessee Community College  
C++ Programming (1998) – Southwest Tennessee Community College  
Database Systems (1998) – Rhodes College  
Software Analysis & Design (1998) – audit – Rhodes College  
Computer Science I / C Programming (1997) – Rhodes College

## Languages & Applications

Microsoft Office (Access, Excel, PowerPoint, Word)  
PHP, ColdFusion, SQL, HTML  
C / C++, Java , Visual Basic

## Experience

**Emerald Coast Campus Librarian**  
**University of West Florida Libraries**

2008 - present

Manage the collections and services of the campus library. Supervise two full-time and two part-time staff. Conduct workshops in the use of print and electronic resources. Develop online research guides. Provide reference assistance to university students, faculty and staff. Update the Emerald Coast Library website. Serve on the Emerald Coast Dean's Advisory Committee. Chair the Emerald Coast Library Advisory Committee. Serve on the University Libraries' Collection Development

Committee, Automation Committee and Web Advisory Committee. Serve on the University's Library Committee and various search committees.

### **Help Desk Manager / Librarian**

**Rhodes College**

**2005 - 2008**

Provided reference assistance to college students, faculty and administration. Assisted students, faculty and staff with computer problems. Programmed and maintained ITS and library web pages. Created programs for special college projects utilizing PHP, Visual C++, and Visual Basic. Provided one-on-one and classroom training for technology issues. Participated in campus-wide committees. Supervised workers at the Help Desk.

### **Electronic Resources Librarian**

**University of West Florida Libraries**

**2000 - 2005**

Coordinated the migration to a new library management system. Programmed and maintained the library website. Ensured quality control for content provided by other webpage authors. Created original CGI scripts and ColdFusion pages for special website functionality. Ensured license and copyright compliance with online databases and negotiated contracts with electronic content providers. Planned and implemented special automation projects for the library. Oversaw digitization of special collections materials. Provided reference assistance to university students, faculty and administrators. Conducted workshops in the use of print and electronic media. Chaired the library's Electronic Collection Development Committee and Homepage Committee. Served as a channel administrator for the university's web portal. Served on the library's LibQUAL Committee, Collection Development Committee and Automation Committee. Served on the University Planning Council's Information Technology Committee. Served on a statewide Florida Universities Electronic Collections Committee.

### **Head of Circulation / Information Services Librarian**

**Burrow Library, Rhodes College**

**1997 - 1999**

Supervised operation of the circulation desk, monitored performance of the circulation system and ran reports. Provided reference assistance to college students, faculty and administration. Trained students and faculty in use of print and electronic media. Participated in selection of print and electronic reference sources as well as material for the circulating collection. Programmed and maintained web pages for the college and the library. Created original C and DCL programming for special library projects. Planned for future developments in library automation.

### **Branch Library Coordinator / Electronic Resources Specialist**

**Bay County Public Library / Northwest Regional Library System**

**1993 - 1997**

Coordinated service to the six branches of a three-county system. Represented the library system to citizen library advisory boards. Wrote grants. Advised on policy and procedure. Published a newsletter for the regional system. Programmed, published and maintained the library system's Internet homepage, which was recognized as one of "Florida's Best" by the Florida Communities Network. Served as a trainer, technical advisor and trouble-shooter on computer hardware and software, networking, electronic information sources (including online searching and the Internet), etc. Conducted public Internet training classes. Provided reference services. Advised on selection of print and electronic reference sources.

### **Librarian**

**Memphis College of Art**

**1990 - 1993**

Performed reference, collection development, interlibrary loan, serials management, cataloging, bibliographic instruction, special projects and other duties. Engaged in long-range planning. Established library policy. Planned, lobbied for and implemented a justified library budget each year. Supervised the slide curator and as many as fifteen student workers. Oversaw the library's portion of an institutional effectiveness self-study for the college's reaccreditation by the Southern Association of Colleges and Schools (SACS).

## Librarian I

Memphis-Shelby County Public Library

1987 - 1990

Provided telephone reference in the LINC Department and in-house assistance at the Information Desk. Assisted in the development of the telephone reference core collection. Prepared staff schedules for a department of over twenty people. Developed and carried out special departmental projects. Provided professional support and training to library assistants. Provided computer training and support for the entire department. Substituted in the Business/Science Reference Department.

## Recognition

Promoted to University Librarian (2003) – University of West Florida

Beta Phi Mu Honorary Library Society (1988)

Dean's Achievement Award for Outstanding Master's Paper (1988) – University of North Carolina