Chelsea Pincock

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Education

M.A. ANTHROPOLOGY | UNIVERSITY OF IDAHO

Major: Anthropology

Emphasis on Archaeology

Thesis Subject: Nauvoo, Samuel H. Smith Site History, Archaeology and Foodways

B.A. ANTHROPOLOGY | MAY 2018 | UNIVERSITY OF IDAHO

Major: Anthropology

Minor: German

Experience

LIBRARY TECH/ARCHIVES ASSISTANT | BUREAU OF MINES AND GEOLOGY | AUG. 2020 - PRESENT

Preserve and digitize mining and geological historical collections of maps and documents using databases and CollectionBuilder

GRADUATE DIGITAL COLLECTIONS WORKER | UNIVERSITY OF IDAHO | SEP. 2019 – JUNE 2020

Assist in creating the CollectionBuilder tool for archives and libraries and create digital collections

SPECIAL COLLECTIONS AND ARCHIVES ASSISTANT | UNIVERSITY OF IDAHO | FEB. 2017 – AUG. 2019

Skills & Abilities

CATALOGING AND DIGITIZING

I developed several digitizing projects involving library collections since 2017 working for both the University of Idaho Library and the Bureau of Mines and Geology. These projects included transcribing, scanning, cataloging metadata, and web output. I digitized multiple kinds of documents such as market ledgers, Sanborn maps, photographs, and manuscripts.

TECHNOLOGY

Between various projects and jobs, I have acquired skills in different computer programs and systems for the purpose of archiving and digital archiving. These programs and systems include Omeka, the Adobe suite, Visual Studio Code, Jekyll, Ruby, GitHub, HTML, CSS, JavaScript and Bootstrap. I am certified in HTML, CSS, and JavaScript coding languages.

COMMUNICATION

My current job requires that I work part of a team and train student hires from Montana Technological University. As a team member, I have both learned from and taught other team members procedures and methods used in archival systems, including CollectionBuilder.

COLLECTIONBUILDER AND WEB DEVELOPMENT

I initially learned how to use CollectionBuilder working as a Graduate Assistant for CDIL at the University of Idaho. I have since mastered its essentials and incorporated it into the program at the Bureau of Mines and Geology at Montana Tech. I modified it for Bureau use and have taught it to other team members. This has greatly enhanced my web design and development skills for applications beyond CollectionBuilder.