

# City of Lincoln Appointment Application

## PERSONAL INFORMATION

**Application Date:** 7/26/2012  
**Salutation:** Ms.      **Applicant Name:** Speicher, Carol J  
**Legal Residence:** 2315 Lynnridge Pl      **City/State/ZipCode:** Lincoln, ne 68521  
**Residence Telephone:** 402.564.9401      **Business Telephone:**  
**Applicant Occupation:**      **Employer:**  
**E-mail Address:** speicher500@msn.com  
**Affirmative Action Information: Sex** Female      **Racial/Ethnic Background:** Caucasian/White

## EDUCATION

## PRESENT OR PREVIOUS COMMUNITY/VOLUNTEER ACTIVITIES

## EMPLOYMENT

### Board(s) Requested

Lincoln City Library Board

**CAROL SPEICHER**  
2315 Lynnridge Place  
Lincoln, NE 68521

Phone: 1-402-564-9401 (home)  
Email: speicher500@msn.com

**WORK HISTORY:**

CENTRAL COMMUNITY COLLEGE  
Columbus, Nebraska

Aug., 2005 – Dec., 2009

- INSTRUCTOR -- for statewide online Library Technical Assistant program offered through the Nebraska community college system. Taught the course: *Management of Library and Information Environments*.

Also

GREAT PLAINS RESOURCE CONSERVATION & DEVELOPMENT DISTRICT  
David City, Nebraska

Nov., 2003 – Oct., 2010

- PROJECT SUPPORT ASSISTANT -- worked with community & economic development projects. Served a board of directors representing nine counties throughout eastern Nebraska.

NORTHEAST LIBRARY SYSTEM  
Columbus, Nebraska

Dec., 1987 - Nov., 2003

- SYSTEM ADMINISTRATOR -- Organized & coordinated the programs & services of the 200 member twenty-county library system funded by grants from the Nebraska Library Commission. Responsible to an elected board.
- Provided regional & state leadership on behalf of public, school & institutional library directors, staff & trustees.
- Assisted librarians with grant applications, strategic planning, goal setting, publicity, marketing & carrying out a variety of community programs.
- Worked closely with 40 public libraries & schools throughout all stages of library construction or remodeling. This included gaining initial community support, planning, design, grant writing & all aspects of fundraising.
- Provided leadership in the area of continuing education by arranging for a wide variety of presentations, workshops & multi-day institutes.
- Worked with librarians, trustees & community members to meet federal & state guidelines, statutes & local ordinances.
- Established & maintained a professional reference library for library system member use.
- Worked with a variety of state agencies to formulate & help carry out library & community development projects.
- Led the Library System Board in developing & carrying out long range plans, as

- well as evaluating & documenting progress.
- Supervised library system office staff, & oversaw & approved all budget expenditures.
- Designed & reviewed applications for numerous library system grants & scholarships.
- Edited monthly 20-page *Straight-Talk* newsletter which was distributed to & actually read by librarians, trustees & community leaders throughout northeast Nebraska.
- Produced professional reports, documents & correspondence on behalf of the library system.

COLLEGE OF ST. MARY INSTRUCTIONAL RESOURCE CENTER

Omaha, Nebraska

Feb., 1986 - Dec., 1987

- ASSISTANT LIBRARIAN -- Provided reference & research services for faculty & students.
- Established legal library in support of college's paralegal program.
- Updated & maintained library's reference collection.
- Produced statistical reports & narratives, established a monthly library newsletter for college faculty.
- Provided original & copy cataloging using OCLC.
- Taught bibliographic instruction classes in a wide variety of subject areas.

UNIVERSITY OF NEBRASKA AT OMAHA LIBRARY

Omaha, Nebraska

March, 1976 - Feb., 1986

- UNIVERSITY ARCHIVIST -- Established and directed the University's archival records program.
- Developed comprehensive plan for acquiring university records & historic material from throughout the university.
- Created a uniform filing program & an automated indexing system for customer use.
- Networked with campus organizations to publicize & market the Archives program.
- Wrote articles for the library's in-house newsletter & for library publications distributed to faculty & staff.
- Assisted in organizing a university wide committee to arrange continuing education opportunities for the nonprofessional staff of the university's libraries.
- U.N.O. LIAISON -- To the Nebraska Library Commission's Government Documents Clearinghouse.

RECENT PUBLICATIONS:

- Wrote the text for the online course that I taught: *Management of Library and Information Environments*.
- Contributing author to the book: Planning the Modern Public Library Building, Libraries Unlimited, 2003.

## EDUCATION & PROFESSIONAL DEVELOPMENT:

- Attended numerous workshops, institutes & seminars dealing with all aspects of library & community leadership, grant writing, digitization, distance education, etc.
- University of Nebraska-Lincoln
  - Community Leadership Academy, June, 2002
- University of Nebraska-Lincoln
  - Certificate in Professional Management Development
- University of Missouri-Columbia, 1982-1984
  - Degree: MSLS
  - Major: Library and Information Science
- University of Nebraska at Omaha, 1977-1979
  - Degree: A.S.
  - Major: Criminal Justice
- University of Nebraska at Omaha, 1975-1977
  - Degree: B.S.
  - Major: Education (Library/Media Specialist)
- John F. Kennedy College, Wahoo, Nebraska, 1969-1972
  - Degree: B.A.
  - Major: Sociology

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- As a member of the Nebraska Rural Development Commission, I served as a grant application reviewer for statewide community development grants.

- Recipient of Northeast Library System Service Award, 1998.

- Graduate of Leadership Columbus program.

- Throughout my career I have been active on a number of committees, boards, & commissions in the areas of library and/or community development. I have been a member of the American Library Association, the Nebraska Library Association, the Nebraska Educational Media Association, the Nebraska Rural Development Commission, the Nebraska Economic Development Network, Northeast Region, & other related organizations.