

# Donna Saxby

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## Professional Profile

Chartered Librarian specialising in services for children and young adults, with particular passion and talents for reading promotion, library design, and using technology within the library setting. Creative, tech-savvy, organised, friendly, supportive, flexible, practical, versatile and innovative.

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## Objective

Seeking a new challenge in the UK, which will not only make the most of my past experience, skills and enthusiasm, but enable continued learning and development.

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## Career History

### International School of Amsterdam, Upper School Librarian, 2002 to present

Managing Upper School Library, supporting information and reading needs of the school community.

Achievements:

- Creation of a welcoming, stimulating, comfortable and student-centred environment which is at the heart of the school.
- Collaboration with teachers to support student learning—in particular supporting the MYP Personal Project and IB DP Extended Essay, establishing and running the *What Next?* cross-curricular eighth-grade project, and the creation of a whole-school *Research Process* including establishing and supporting bibliographic standards.
- Re-design of the library website to maximise use and access to our online resources, including web 2.0 widgets and subject specific webpages with embedded custom searches—a portal to guide students to reliable, quality information.
- Foundation of an annual Book Week to celebrate reading, including author visits, competitions, ‘drop everything and read’, dress-up days and the school band ‘Rocking the Library’.
- Extensive use of blogging, wikis, Twitter, Facebook and online bookmarking to promote the library and reading.
- Implementation, management and subsequent upgrading of a new library management system.
- Establishing the Library as a centre for technology in the school: it was one of the live simulcast locations for TEDxAmsterdam 2010, and hosts the schools weekly ‘Talking IT’ group.
- Served on three consecutive committees to create three-year technology development plans for the whole school.
- Introduced various web 2.0 tools to the school environment (including Delicious, Diigo, Prezi and Dropbox) through tech workshops for students, staff and parents.
- Development of the library collections to meet both the needs of the curriculum and the personal interests of the school community, including the expansion of mother-tongue materials.
- Raised the profile of reading in the school and improved the variety and quality of reading materials, resulting in consistent increases in the borrowing of novels.
- Introduced an mp3 audiobook loan system using iPod shuffles and nanos.
- Set-up, development and management of the Overdrive service for borrowers to download free audiobooks and ebooks.

Also held the ‘Head of Library’ special responsibility between 2002 and 2010, which included preparing and managing the whole-school library budget, facilitating meetings, leading the library through the school accreditation processes, creating policies and establishing procedures, leading, supporting and representing the library staff (two other librarians and two library assistants) within the school.

## **International School of Amsterdam, Assistant Librarian, 2001 to 2002**

Assisting the Librarian in all aspects of the Upper School Library. Particular achievements included establishing the first website for the school library, a comprehensive review of our periodical provision and the creation of recommended reading lists for students.

## **Royal Borough of Kensington and Chelsea, Children's Librarian, 1998 to 2001**

Deputy to Library Manager, Children's team leader in branch.

Achievements:

- Successful launch and management of the borough's Bookstart scheme, working with the national organisation, national sponsor, other libraries and local health centres.
- Reviewed the branch Toy Library, including a user consultation, which resulted in improved usage.
- Creation of a Special Needs Collection, in collaboration with the Library Manager.
- Increased the popularity of the weekly Toddler's morning to the point where a booking system was needed.
- Active in a change in approach to children's events, to match the needs of the local community, and to take the library out of its physical space—including a Teddy Bear's Picnic at Brompton Cemetery.
- Created attractive publicity materials for local and borough library services and events.
- Set up and ran a popular reading group for 8–12 year olds.
- Successful outreach work with local schools, summer play-schemes and nurseries.

## **Hertfordshire County Council, Norton School, School Library Manager, 1996 to 1998**

Responsible for the development, management and day-to-day running of the school library.

## **Hertfordshire County Council, Potters Bar Libraries, Assistant Librarian, 1996 (maternity cover)**

Having special responsibility for work with young people and management of the sub-branch.

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## **Professional activities**

- Member of the Chartered Institute of Library and Information Professionals (CILIP) and its groups for School Libraries, Youth Libraries and Career Development.
- Achieved CILIP Chartership in September 2005 after completing a professional portfolio.
- Assisted Marian Koren, of the Dutch Public Library Association, to edit translations of conference papers and other documents relating to the field of Children's Libraries. Also edited publicity material for Haarlem public libraries and the book *Working for Five Star Libraries*.
- Presentations  
ELMLE Conference, Amsterdam 2011, *Collaborative Learning*.  
ECIS Librarians Conference, Istanbul 2011, *The Tech Factor*.  
Internet Librarian International, London 2011, *Small but perfectly formed*.  
ECIS November Conference, Lisbon 2011, *Doing IT Together*.
- Active user of Twitter for professional development and networking, member of Google Plus and TED-ED Forum.
- Co-chair of Internet Librarian International, London 2012

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## **Education**

- University of Central England in Birmingham, 1995, Postgraduate Diploma, Librarianship and Information Studies, with electives in Schools Librarianship, and Children's Literature and Librarianship.
- University of Birmingham, 1992, Bachelor of Social Science (Hons) Economics.

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## **Additional information**

Full, clean Driving Licence

British Citizen

References available on request