

Leah Zehnwirth

lzehnwirth@gmail.com | Member: American Library Association, AJL

WORK EXPERIENCE

Northbrook Public Library, Northbrook, IL — *Library Aide, Youth Services Assistant*

December 2016 - Present

Working in the circulation department sorting, shelving, and retrieving library materials, and interacting with and directing patrons in a pleasant and professional manner. I was asked to step in as an assistant for Youth Services, March-May 2017, and I gained experience with Workflows, SirsiDynix, Baker & Taylor, and various other programs, as well as reader's advisory, themed selections, and many other desk, phone, and programming duties.

Torah Academy of Buffalo Grove, Buffalo Grove, IL — *Teacher, School Librarian*

August 2015 - Present

- Currently lead teacher for 1st-2nd grade class in secular studies (including reading, writing, spelling, math, and social studies). Art teacher for grades 1-7.
- Previously Judaic Studies teacher for 5th-6th grade class; English/Language Arts and Social Studies teacher for 5th-6th grade class; Art teacher for grades 2-6.
- Initiated a reorganization of school library materials and migration to new electronic system. Working on recommended reading lists, book recommendations for class, promoting library materials and assisting students in finding, selecting, and borrowing desired books/media.

Suburban Alliance for Jewish Education, Buffalo Grove, IL — *Administrative Assistant*

December 2015- Present

Responsible for organizing, writing, and editing weekly publications and newsletters; email lists and communications to parents, staff, and supporters; providing technology assistance to older staff members; revamping and organizing report card systems; and data input, organization, and retrieval. Often asked to do freelance graphic design for event flyers and other communications.

EDUCATION

Master of Science, Library and Information Science (*Anticipated Graduation: Dec. 2017*) *University of Illinois at Urbana-Champaign*

Bachelor of Science, Liberal Arts (2016) *Excelsior College, Albany*

Elementary Teacher's Certification (2015) *Beth Jacob of Jerusalem Teachers Seminary*

LANGUAGES

English, Hebrew (fluent)