

April C. Parker

August 16, 2024

Dear Hiring Committee,

My name is April Parker, and I would like to be considered for the position of Assistant/Associate Professor. I currently serve as Assistant Professor/Student Success & Outreach Librarian at Tennessee State University. During my time here at Tennessee State University and previous library positions, I have learned a great deal about librarianship in the areas of instructional services, student/faculty outreach services, access services, departmental supervising, event media marketing, legal research, developing policies, recruitment, database management, collection development, statistics, and resource sharing.

Working in public and academic settings has enabled me to take on many tasks. In addition to the usual responsibilities of providing public services information, my positions have allowed me to take on roles from managing databases, instructional teaching to undergraduate and graduate students, faculty collaborations and website design to name a few. In my current position, I am a member of our Research and Instructional department. I have worked closely with faculty, staff, and students as a point of contact for reference and research help on various topic areas along with being a point of contact for collection development for university and library department areas. I also teach database instructional classes, university credit classes, and performed learning workshops and events for undergraduate and graduate students.

In previous positions I managed the Illiad statistical database for the Law Library and designed our Interlibrary Loan program for third party material track records through our ILS system. I coordinated with my colleagues at our main campus on carrier transportation schedule pickups and drop-offs to better suit patron needs for interlibrary loans and housed materials. My position allowed me to use my legal skills in assisting the legal community with legal research and collecting legal materials. I also had the responsibility of creating LibGuides and have experience in using content management systems and assisting with library collection development.

In addition to my responsibilities, I have been active in my current and previous positions serving on hiring committees, leading workshops and being active in several conferences and meetings acting as attendee and host. Working with the community has enabled me to make valuable professional contacts that allow me to better serve my patrons.

With a proven history of library background, I have experience working in both academic and public settings with a love for research and helping the public and student community. I have over 15yrs. working in public services settings catering in academics areas and would be a valuable addition to the team. This position would be a great opportunity to allow me to show and use more of my skills that I have been taught throughout the years. I hope to have the pleasure of being part of your team and I look forward to discussing this opportunity further with you.

Regards,
April C. Parker