

# HAYDEN HISTORIAN

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## QUALIFICATIONS

- 6+ months experience with museum operations which includes research, education, and archiving
- Strong research skills developed through coursework and volunteer work
- Ability to lead and support groups and individuals gained through group work throughout coursework and volunteer jobs with both small and large teams
- Easily adapts to and manage new environments and situations gained through extensive international travel both alone and in groups
- Certified in Microsoft Word and Excel, further skills in Access and QuarkXpress

## EDUCATION

**Bachelor of Arts in History**, Seattle Pacific University.

June 20XX

*Seattle, WA*

- Minor in Communication Studies | GPA 3.81

## RELATED EXPERIENCE

**Research Volunteer**, Log House Museum, Southwest Seattle Historical Society.

September - December 20XX

*Seattle, WA.*

- Organized, researched and compiled collections of historical documents for public availability
- Traveled to research facilities throughout Washington D.C. and conducted professional level research to be used for general information by the museum for the guests

**Volunteer**, MOHAI, Museum of History & Industry.

June - August 20XX

*Seattle, WA*

- Handled and organized numerous historical documents to ensure that they are easily found by the next individual who seeks them
- Researched and documented a complete glass plate negative photo collection with 1000+ pieces
- Utilized different media interfaces and mediums to research assigned topics and project

## ADDITIONAL EXPERIENCE

**Classroom Volunteer**, Big Brothers Big Sisters.

September - December 20XX

*Seattle, WA*

- Mentored 5+ students with special needs and severe learning disabilities
- Conducted educational and developmental classroom activities for these students

**Events Coordinator**, Hindsight (Seattle Pacific University History Club).

September 20XX- June 20XX

*Seattle, WA*

- Planned history focused events including 4 speaker presentations, and 2 forums with a faculty led team of 6 volunteers to ensure events were well managed