Carole L.W. Bostelman

Archivist-Collections Management

Contact

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Key Course Work

Archival Management
Archival Appraisal
Archival Arrangement and Description
Data Curation and Management
Digital Preservation

Collections Care and Management
Preventive Conservation

Objective

I am actively pursuing a position in collections care and archival practice in which I can contribute to the integrity and stability of collections that they may be accessible and appreciated by everyone.

Experience

Project Assistant • New Product Development • Cummins Inc
September 2020-Present

Technical Documentation Associate • Current Product Change Management•
Cummins Inc
July 2015-Septmeber 2020

Buyer • Retail Purchasing and Inventory Control • Bradbury's Waterin' Hole, Inc.
1984-1992/2009-2015

Every position I have held, whether it was serving a customer or researching a technical input, has required me to use key strengths of being thorough and detail-oriented.

Internships

Archive-Collections Internship
Cummins Heritage Center,
Columbus, Indiana

Paper-Book Conservation
Indiana Historical Society
Indianapolis, Indiana

Leadership

Advisory Committee – Collections - Kurt Vonnegut Museum and Library, Indianapolis, Indiana

History and Archive Team - Cummins Heritage Center, Columbus, Indiana
    Centenary Projects for Publications and Website

Treasurer – Columbus Scottish Festival, Columbus, Indiana
    Executive Board Member since 2010

Performance Coordinator – Indianapolis Children's Choir, Indianapolis, Indiana
    Indianapolis Youth Chorale and Columbus Children's Choir

Education

Indiana University,
Indianapolis, Indiana
MA in Museum Studies with
Certificate in Archive Management
Current GPA 3.96

Northern Illinois University,
DeKalb, Illinois
BS in Biological Science

Training and Technology

- Grant Writing
- Microsoft Office
- Program Management
- Transmission Electron Microscopy
- Archaeology Excavation and Artifact Handling