

Eileen O'Shea

Owner, CEO Consulting LLC

eileen@ceoconsulting.net

Summary

I am co-owner of a small consulting business with my husband. I also consult for Infopeople, a California-based project that provides training to libraries in and out of California. I worked at the University of Southern California for more than twenty years as a library assistant, librarian, and information technology consultant. My library background is in government document information and library reference. My technology background is in online learning management, content management systems, web design and website development, digital audio and video editing. Areas of expertise: Web design & programming, Internet training, library information, Drupal site development, WordPress installation & management, library technology, webinar production & facilitation (WebEx, Adobe Connect), online learning management systems support & development (Blackboard, Moodle).

Experience

Consultant at Infopeople (California)

March 2007 - Present (8 years 6 months)

Provide overall management of Infopeople's various technology needs, webinar production and online learning program. Special focus on integration of technology with library services. The Infopeople Project is supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

Owner at CEO Consulting LLC

2007 - Present (8 years)

Small computer consulting business. Clients have ranged from running clothing company to dirt selling. Provide website design and hosting, including content management support. Also provide on-site computer installation and maintenance. Additional skills/services: webinar & podcast production, photography, database development, survey creation and analysis.

Computer Consultant at University of Southern California

August 2005 - March 2007 (1 year 8 months)

Provided support for USC's electronic resources, maintain electronic resources website. Maintained and developed content for the IDOR website. Provide technical support as needed for IDOR personnel. Participated in various committees related to electronic resource collection upkeep.

Multimedia Specialist at University of Southern California

August 1999 - August 2005 (6 years 1 month)

Provided project support for CST and USC faculty web page development and application of new technologies in the classroom. Developed and implemented training modules for new software in a multi-platform (UNIX, Mac, PC) environment. Tracked and recommended new hardware and software acquisitions (Macintosh and PC) for the Center. Provided technical support for the Center's software and hardware. Investigated new technologies and their applications in an educational environment. Acted as liaison between the USC libraries and Center activities. In this latter capacity, provided support for the libraries' electronic resources database and website and participated in the libraries' online chat reference service.

Documentation Specialist at University of Southern California

February 1998 - July 1999 (1 year 6 months)

As part of the Web and Print Publishing Services Division of the Information Services Division, participated in the creation, editing and maintenance of print documentation for the ISD, and created and maintained various campus web sites. Evaluate, recommended and oversaw the acquisition and implementation of electronic resources for the campus. Participated in the design and development of a website and database for USC's electronic resource holdings.

Electronic Resources Program Specialist at University of Southern California

February 1996 - January 1998 (2 years)

Coordinator of electronic resources for the Doheny Social Sciences and Humanities Center. Conducted instruction in the development of World Wide Web resources for both library staff and the USC community. Planned and coordinated installation and implementation of equipment for the Center (PC and Macintosh platforms). Developed new resources and create training guides and other documentation as needed for both networked and stand-alone systems. Provided support for University faculty, students, library faculty and staff in the development of Web sites and the use of HTML editing tools. Maintained a variety of web pages for research purposes in specific subject areas including government information, media, and arts & humanities.

Librarian at University of Southern California

December 1994 - January 1996 (1 year 2 months)

Faculty-level position in main reference point for Doheny Library. Managed electronic resources for center, wrote usage guides. Provided wide variety of reference assistance and bibliographic instruction in both print and electronic resources. Maintainer of government information, arts & humanities and media resources on campus gopher and World Wide Web servers. Assisted other staff and faculty in the use and development of Internet resources.

University of Southern California at Library Supervisory Assistant

January 1993 - December 1994 (2 years)

Responsibilities included supervising two library assistants in a variety of technical service activities, including serial processing and monographic cataloging, providing reference assistance and bibliographic instruction to a wide clientele, managing the electronic information resources of the department. Developed

web pages to provide faculty and students quick access to important government Internet resources. Write user guides for the various Internet and CD-ROM resources in Government Documents.

Languages

French

Projects

Infopeople

January 2005 to Present

Members: Eileen O'Shea

Provides training opportunities to library staff in and outside the state of California

Skills & Expertise

Drupal site development

(Intermediate, 1 year experience)

Wordpress Design

(Advanced, 4 years experience)

Podcast Production

(Advanced, 4 years experience)

Website Development

Library Instruction

Staff Training

webinar production

WebEx

Podcasting

Instructional Design

Wordpress

Drupal

Webinars

Instruction

WordPress

E-Learning

Content Management

Multimedia

Library

Web Design

Web Development

Moodle

Libraries

Education

University of California, Los Angeles

MLIS, Library & Information Science, 1989 - 1991

California State University-Long Beach

BA, Journalism, 1979 - 1981

California State University-Hayward

BA, English Literature, Mass Communication, 1975 - 1978

Interests

running, biking, swimming, new technology, apple computers, music, reading, movies, libraries, travel

Organizations

American Library Association

Certifications

Webinar facilitation

InSync Training

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[Contact Eileen on LinkedIn](#)