GINA OVIEDO-MARTINEZ, BA,MLIS, SLIS

Phone: 813-858-8764 Oldsmar, FL
Gina Oviedo Martinez - Tenured Faculty
Librarian - Hillsborough Community College |
LinkedIn

SUMMARY

Multilingual Librarian and Autism Coach with over 20 years of experience in academic, public, and school libraries. Dedicated to serving Autistic, ADD, First Time in College, Neurodiverse, Latino, and international students and faculty with Disney level customer service skills. Exceptional at providing boutique style individualized coaching and instruction for one-on-one, group, family and class sessions. Experienced Coach and Mentor for students in college at any age. Committed to honoring academic freedom and upholding the library bill of rights. Extensive knowledge on majority minority schools, neurodiversity friendly programs, workforce education, serving underprivileged students, social services in the college environment, world cultures and languages, study abroad, working and internships during and after college, essay, reference, and citation services, financial aid and scholarships, social sciences, religions, mental health, and humanities.

SKILLS

- Trilingual Disney Level Customer Service
- FTIC Students
- Sirsi-Dynix
- Organizational Skills
- Community Outreach
- Reference Services In Person and Online
- Non-Traditional Students
- ALMA
- Time Management
- Library Programming
- Library Instruction In person and Online
- Latino Students
- Microsoft Teams
- Team Building
- Grant Writing
- Collection Development
- Dual Credit Students
- Microsoft Office Suite
- Interpersonal Skills
- Committee Work
- Libguides
- International Students
- Zoom
- Communication Skills
- Supervisory Experience
- Ask A Librarian
- At-Risk Students
- Social Media
- Flexible Schedule
- Reports and Statistics

WORK EXPERIENCE

Hillsborough Community College, Tampa FL **2017 to Present**

Tenured Faculty Librarian, Dale Mabry Campus

- Reference and Academic Research
- Library, Database and Research Instruction One-on-One and Class Instruction in the library and in the classroom
- Virtual One-on-One and Class Instruction
- Collection Development: History, Anthropology, Social Sciences, Education, Music, Psychology, Religion, World Cultures, Languages, Art Mental Health, Criminal Justice Library, Database and Research Instruction
- Ask a Librarian
- Wrote and Won 2019 Resources in Education Mini-Grant Awarding 50 Calculators for Student Check-Out
- Webmaster and Co-Creator of the School's First OER Textbook for Anthropology ANT:2000 Course
- Creator of Fulbright-Hays Brazil Libguide: The African Diaspora in Brazil, Culinary Program Libguide, Autism in College Libguide, and Geography of Bliss Libguide
- Created Illustrated Instructional Materials for Library Database Searching, Using Databases for Literary Criticism, and citations
- Co-wrote Library Master Plan
- HOPE Scholars Mentor
- Organized and Executed Student Success Fest Events
- Librarian for SACS Accreditation for English for Academic Purposes Review
- Autism Representative for Human Library Event
- Librarian for Accreditation for Culinary Program Review
- Co-advisor Community Based Activism Club
- Librarian Cluster Committee (Secretary)
- Illuminated Manuscript Committee
- Tactile Library Committee
- Internationalization Committee (secretary)
- Hispanic Heritage Committee
- Library Marketing Committee
- Library Revitalization Committee
- Student Success Fest Committee (Chair 2019)
- Library Focus Group Committee
- 50th Anniversary Presidential Showcase Committee
- Campus Beautification Committee
- Philosophy Hiring Committee

Hillsborough County Library Services, Ruskin, FL **2015 to 2017**

Senior Librarian, SouthShore Regional Library

- Assistant Manager of a large regional library
- Supervised 14 employees during the evening shift
- Conducted performance reviews for 3 Librarian I positions
- In-charge of adult programming averaging 20 events per month
- Taught genealogy, computer skills, Spanish, and navigating social services classes
- Organized monthly art classes with local area artists in an array of mediums
- Booked nationally known DJ for library teen event
- Ran local published authors writing group
- Conducted off site blind book club
- Bilingual Storytime programs on and off site
- Coordinated Library and Bookmobile outreach visits to Good Samaritan Mission (Spanish), local festivals, local farmworkers, and schools
- Created marketing pamphlets for programs and events and engaging displays for adults and teens
- Forged joint programming events with the local community college
- Filled in as manager at other library branches as needed

Oak Grove Middle School, Title I School, Clearwater, FL **2012 to 2015**

Librarian/Spanish Teacher/Critical Thinking Teacher

- Taught Spanish; Levels I and II and Honors Track
- Taught Critical Thinking Skills course
- Taught Library and Database Research Instruction in English and Spanish
- Managed Media Center Budget
- Collection development for YA fiction, high-low books, non-fiction and multilingual collections
- Created displays for Black History Month, Women's History Month, Hispanic Heritage, Genres, and International Holidays
- Re-organized library to a genre format resulting in a 40% increase in check-outs
- Created engaging literary events such as Book Speed Dating, Book Fairs, book clubs, and lunch bunch
- Helped develop, execute, and publicize laptop check out for students
- Initiated a Kindle check out program for low-income students w/donated Kindles
- Assisted with Morning Show video production
- Held extended hours before and after school for student accessibility to the library and special check out hours for autistic students
- Did in-class book cart check out for students that did not have time to come to the library
- Created a selective student T.A. program aimed at at-risk, special needs, and gifted students
- Teamed up with teachers, social worker, guidance counselors and administrators on at-risk, gang, mental health, and non-English speaking students
- Proctored FCAT testing for ESOL students
- Head of Hispanic Outreach Committee and served as primary contact for Spanish Speaking Families
- Faculty Advisor, Principal's Multicultural Advisory Committee

Hillsborough Community College, Tampa, FL **2011 to 2012**

Special Services Coordinator, Title V Hispanic Serving Institution Grant

- Lead development and piloting of Conéctate! Connections Center, a welcome and assistance center for Latino students
- Worked with the Title V Team to maintain center activities in line with grant objectives
- Generated grant reports and internal and external institutional documents for evaluation and review
- Trained and supervised 5 English for Academic Purposes faculty advisors
- Designed assessment for class level placement
- Created advising strategies for incoming students
- Selected career planning software
- Implemented an early alert system for drop out risk students
- Assisted students in English, Spanish and Portuguese to navigate HCC enrollment procedures
- Worked closely with admissions, testing, career planning, counseling, tutoring, and job placement departments for student program completion
- Collaborated with specific departments to ensure student success in their courses
- Booked speaker Dr. Timothy Smith, Visiting Anthropology Professor at Princeton for
- Served on the Black, Brown and College Bound National Conference Steering Committee

Project Manager, Fulbright Community College Initiative Program

- Planned, managed and evaluated all aspects of grant funded culinary training program for international students
- Monitored academic progress of students
- Collaborated with dean, faculty, and staff to address learning gaps and scheduled tutoring and counseling sessions for students
- Planned and organized Global Leadership Development Program
- Taught American culture module through classroom sessions, and field trips to various locations in the state of Florida
- Arranged “home families” for students where they would stay over weekends and on holidays and evenings as they desired
- Mentor and primary contact for students on all personal issues including housing, financial, academic, cultural, lingual, health, insurance, and visas
- Wrote corresponding periodic budget and program reports
- Managed two separate budgets and managed P-Card purchases
- Organized volunteer opportunity for international students at low-income at-risk charter school
- Supervised International in HCC Gasparilla Festival Float Events
- Advisor for Dale Mabry International Club
- Heartwalk Charity Event Coordinator

City of Clearwater Public Libraries, Clearwater, FL **2009 to 2010**

Hispanic Community Outreach Liaison and Youth Librarian

- Provided reference service in English, Spanish, and Portuguese
- Conducted bilingual Story-Time and activity sessions and programming for Teens such as Latin Dance and Zumba Classes
- Chaired Clearwater's Hispanic Service Committee
- Collaborated with Pinellas County schools for library card sign-up and programming
- Conducted needs assessments and managed community outreach
- Procured funds from local politicians to financially support new Hispanic Outreach Programs
- Created community outreach program to indigenous Mexican population
- Piloted Gang Prevention Program with Clearwater Police Department
- Worked on the TALENTO neighborhood revitalization art project with other city departments
- Worked in conjunction with the Hispanic Outreach Center on immigration, citizenship, counseling, and English tutoring programs
- Obtained rights with donated cost to show Puerto-rican film *Talento de Barrio*
- Created international movie showing program including films in Spanish, Haitian Creole and Vietnamese

South Texas College, McAllen, TX **2008 to 2009**

Library Specialist

- Taught library orientations in English and Spanish
- Provided bilingual reference services
- Supervised and managed night staff including pages, circulation, and reference staff
- Collection development liaison for social sciences
- Conducted diversity training within the library
- Worked with faculty to provide information and research services
- Filled in as ILL manager for staff on leave
- Created copyright booklet for faculty
- Participated in school committees

University of Texas Pan Am, Edinburg, TX **2008**

Reference Clerk, Periodicals and Government Documents

- Supervised work-study students
- Offered bilingual reference services in English and Spanish
- Provided reference assistance for the government documents collection
- Processed, organized and maintained periodicals
- Created departmental statistics reports
- Traveled to remote areas of northern Mexico to acquire rare historical materials for Special Collections

Hillsborough County Schools, Tampa, FL **2006-2007**

ESOL Bilingual Assistant

- Assisted students in pull out learning sessions for Spanish, Haitian Creole, and Arabic students
- Worked with teachers on strategies and integrating ESOL students in the classroom
- Participated in school wide events
- Supervised students during school events and outdoor playtime
- Translated for parent teacher meetings

EDUCATION

SIS **Florida State University, Specialist in Information Studies** **2017**
Paper: Information Access and Intellectual Freedom in the Portuguese Speaking World: A Study of Three Countries on Three Continents

MLIS **Florida State University, Master of Library and Information Science** **2010**
Paper: Eliminating El Mexicano Through Discriminatory Education Legislation

BA **University of South Florida, Interdisciplinary Social Science** **2007**
Anthropology and Latin American Studies
Ethnography: Border Zone: The Lives of Deportees in Ciudad Acuña, Mexico

AA **St. Petersburg College, Associate in Arts with Honors** **2005**
Concentration: Teaching and Spanish

HIGHLIGHTED AND ADDITIONAL COURSEWORK

Portuguese for Spanish Speakers, University of South Florida
Chemical Dependency, Florida State University
Government Information, Florida State University
Instructional Role of the Information Specialist, Florida State University
Developmental Psychology, Florida State University
Marketing for Libraries, Florida State University
Management of Informational Organizations, Florida State University
International and Comparative Information, Florida State University
Introduction to Health Informatics, Florida State University
Teaching English as a Second Language, Nova Southeastern University
Applied Linguistics, Nova Southeastern University
Anthropology of Work and Migration, University of South Florida
Social Construct of Race and Racism, University of South Florida
Spanish for Business and International Trade, University of South Florida
Religion in America, University of South Florida
World Religions, St. Petersburg College
Social Foundations of Education, University of South Florida
Women and Social Action, University of South Florida
The Many Faces of Human Trafficking, St. Petersburg College

ADDITIONAL TRAINING

The Adult Learner	2022
Canvas: Getting Started With Quality Matters	2022
Delivering a Remote Presentation	2022
Enhancing Your Online Instructor Presence	2022
Bay Care Mental Health: The New Normal	2022
Microsoft Teams	2022
Engaging Generation Z	2022
Working with Veteran Students	2022
Teaching Through the Arts	2021
Recognizing and Preventing Discrimination	2021
Best Practices for Delivering Remote Presentations	2021
Design Considerations for Low Income Students	2021
Zoom Video Conferencing in Canvas	2021
Neurodiversity: Strategies for Instructional Design	2021
Enhancing Your Online Instructor Presence	2021
Basic Technology and Teaching Strategies for Accessibility	2021
Safe Space Strategies and for Addressing Social Justice	2021
Workforce Development Programs	2021
Dealing with Difficult Students	2020
Pedagogy of Online Teaching and Learning	2020
Why Choose Open Educational Resources	2020
Psychology of Teaching and Learning	2019
Copyright	2019
Literacy, Multimedia and Google Docs	2019
Bias and Cultural Matters	2019
Academic Netiquette	2019
Ethics in Classroom Management	2019
Challenging Student Behaviors	2019
Student Services	2019
Enhancing Student Engagement	2018
Book Processing	2009
Disney Customer Service Training	1999

LANGUAGES

English:	Native Language
Spanish:	Speak, listen, and read fluently, writing advanced
	Specialization: Mexican dialects
	Lived in Mexico for 3 years conducting research and worked in Texas
Portuguese:	Brazilian**;** Read and listen intermediate, speaking and writing novice
	In Brazil during Fulbright-Hays Fellowship
French/Creole:	Elementary reading knowledge

CERTIFICATIONS

FDLE Teaching Certification: Spanish Language	2012-2017
FDLE Teaching Certification: Library Media	2012-2017
Mental Health First Aider, National Council for Behavioral Health	2016-2020
ALICE School Shooter Advanced Training	2018
Nonviolent Crisis Intervention (CPI Level 1), Pinellas County Schools	2013-2017

PRESENTATIONS AND INVITED LECTURES

Panel Member: Diversity and Equity Inclusion on using Open Education Resources	2022
HCC Faculty In-Service: Autism and Living Through Covid-19, Personal Experience and Recommendations for Students	2021
YouTube talk on Traveling and Working Abroad with Aspergers	2020
The Happiest Place in the World?	2020
CCID Conference: The Culture, Art, and Religion of the African Diaspora in Brazil	2019
HCC Faculty In-Service: A Librarian, Two Professors, and Three Anthropologists: A Case Study in Open Source Textbooks	2019
HCC Faculty In-Service: Difficulties of Overseas Travel	2019
Social Justice Summit: Panel Discussion on DACA	2018
Panel Forum Speaker: Immigration and Cross Curriculum Hawk talk	2018
Presentation: Strategies for the Classroom: ESOL students, Oak Grove Middle School	2013
Presentation: "The Situation in Haiti," Pinellas County Schools Teacher In-Service	2010

HONORS AND AWARDS

Fulbright Hays Fellowship Brazil: The Arts and History of the Afro-Brazilian Diaspora	2019
Resources in Excellence Mini-Grant, Hillsborough Community College	2018
Fellowship - World Library and Information Congress International Federation of Library Associations and Institutions	2016
Dr. Martha Jane Zachert Endowed Fellowship, Florida State University	2016
Better Living for Seniors Hillsborough Alliance Scholarship, Tampa FL	2016
Teacher of the Month, Oak Grove Middle School	2013
Spanish Student of the Year, St. Petersburg College	2003

PROFESSIONAL AFFILIATIONS

Fulbright Alumni Association
IFLA (International Federation of Library Associations and Institutions)
REFORMA (The National Association to Promote Library and Information to Latinos and the Spanish Speaking)
FAME (Florida Association for Media Education)
ALA (American Library Association)

CONFERENCES ATTENDED

International Federation of Library Associations and Institutions
Hispanic Leadership Council Annual Conference
Hispanic Association of Colleges and Universities Conference
Southern Council of Latin American Studies Conference
Black Brown and College Bound Summit
Texas Library Association Conference

COMMUNITY SERVICE

Tampa Bay Performing Arts Academy Board Member, Palm Harbor, FL	2009 to present
Human Trafficking Services, New Port Richey, FL	2019-2021
Hillsborough Community College Food Pantry Volunteer	2018-2020
Art Gallery 221 Volunteer	2017-2021
Black, Brown and College Bound Registration Volunteer	2018
Graduation Registration Volunteer	2018
Consultant for ESOL Student Issues, Pinellas County School Board, FL	2018-presemt
English for Factory Workers Teacher, Reynosa, Mexico	2008
Spring Break Service: Rural Health Clinic Project, Dzitnup, Mexico	2005
Translation services, Leepa Ratner Museum of Art, St. Petersburg College, FL	2003

REFERENCES

Cody Gregg
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