

Dominique V. Alhambra

Denver Museum of Nature & Science
2001 Colorado Blvd., Denver, CO 80205

dominique.alhambra@dmns.org
303-370-6383

PROFESSIONAL EXPERIENCE

Denver Museum of Nature & Science

Denver, CO
2018–Present

Anthropology Collections Manager and NAGPRA Coordinator

- Manage access to collections for researchers, exhibits, and visitor events
- Maintain and update catalog information for 60,000 records in EMu collections database
- Supervise three full-time staff and up to 50 volunteers for the rehousing and move of the collection into the new preservation facility
- Recruit and mentor up to four high school, undergraduate, and graduate student interns (10–15 weeks per cycle)
- Systematically organize collections by culture group and geographic region to facilitate access for researchers and tribal delegations (up to 60 elders in a single visit)
- Assist with preparation and on-site logistics for NAGPRA consultation grants and visits
- Researched, designed, and implemented barcoding system for the entire collection
- Planned and coordinated move and reorganization of culturally sensitive storage collections (1200 objects in six weeks)

University of Iowa Stanley Museum of Art

Iowa City, IA
2017–2018

Assistant Registrar

- Coordinated all incoming loans for donation, purchase, and exhibition, including executing agreements (20–25 per year)
- Worked with fine art shippers to ensure proper procedures were followed for packing and safe transport of objects
- Processed and cataloged new accessions (average of 500 objects per year) in EmbARK database
- Managed all collections access for researchers and curators at two offsite art storage facilities
- Conducted inventory, condition reports, and physical numbering of accessions processing backlog (1000 objects per year)
- Assisted in space assessment, planning, and design of collections processing and storage rooms in future museum facility

University of Colorado Museum of Natural History

Boulder, CO
2015–2016

Anthropology Assistant Collections Manager

- Managed inventory, cataloging, and digitization projects for archaeological and ethnographic collections for two federal grants
- Supervised up to five students and volunteers on data entry and object photography
- Coordinated with university IT department and Re:discovery database tech support on web-interface development and configuration
- Revised digitization protocol to incorporate current standards in image resolution and file formats
- Wrote procedures for conducting large data migrations from Excel into Re:discovery database
- Assisted with writing and submitting applications for new grant award cycles to funding agencies

National Park Service, Yellowstone National Park

Gardiner, MT
2015

GS-07 Seasonal Museum Technician

- Cataloged, rehoused, and photographed historic archaeology collections and natural history taxidermy specimens (1200 new Re:discovery database records in three months)
- Conducted housekeeping and Integrated Pest Management (IPM) in storage and exhibit areas

University of Iowa Iowa City, IA
Graduate Teaching Assistant, 20 hours/week 2013–2015

- ANTH 1101: Cultural Anthropology, 4 sections of 25 students, 3 credit hours
- SPAN 1001 and 1002: Elementary Spanish I and II, 2 sections of 20 students, 5 credit hours

University of Iowa, Office of the State Archaeologist Iowa City, IA
Archivist 2011–2013

- Managed collection consisting of 400 linear feet of documents and 90,000 photographs (60,000 physical copies and 30,000 born-digital images) in ProCite database
- Supervised up to ten staff on the digitization and reorganization of the archives collection as physical documents were retired from use

Louis Berger Group, Inc. Marion, IA
Laboratory Technician 2010–2011

- Tracked and organized projects in various stages of processing for cultural resources management (CRM) contracts throughout the Midwest and eastern United States
- Housed collections according to the standards of the final curating state and federal institutions

Field Museum of Natural History, Department of Anthropology Chicago, IL
Kish Collections Assistant 2010

- Prepared storage spaces, tracked movement of objects, and updated EMu database in contribution to the documentation and preservation of the Kish collection for the Iraq Cultural Heritage Project (over 30,000 artifacts)
- Identified and resolved conflicting catalog numbers and descriptions

National Park Service, Fort Union Trading Post Williston, ND
GS-05 Seasonal Museum Technician 2009

- Researched and created a lithic material type reference collection for all chipped stone for the site
- Databased 3500 new catalog records and 11,000 objects in nine months
- Supervised GS-04 museum technician and Student Conservation Association (SCA) intern

Aurora Historical Society Aurora, IL
Assistant Curator 2008–2009

- Expedited processing of donation paperwork and catalog database entry in PastPerfect
- Maintained and organized temporary storage areas for the accessions backlog

Field Museum of Natural History, Department of Geology Chicago, IL
Fossil Fish Collections Assistant 2008

- Consolidated fossil fish collections from two different floors into a single storage area
- Organized and reshelved reprint library materials previously inaccessible for over fifteen years

EDUCATION

University of Iowa Iowa City, IA
M.A. Anthropology 2015
Thesis: Projectile Point Use and Discard at Fort Union Trading Post, North Dakota

University of Wisconsin-Madison Madison, WI
B.A. Anthropology and Spanish, Certificate in Archaeology 2007
Thesis: A Late Woodland Ceramic Sample from the Brogley Rockshelter in Southwestern Wisconsin