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SUMMARY

Public, university, special and medical library experience. Skilled in research activities, especially in the fields of medicine, nursing, consumer health, business and law. Knowledgeable in searching Medline, nursing, biomedical, consumer health and business databases. Experience organizing, authoring and maintaining library, nursing and consumer health web sites. Experience teaching classes, providing online Internet training, public programming and other educational activities. Skilled in the Web 2.0 environment and in the use of Microsoft Word, Excel, PowerPoint, Access; HTML. Knowledge of MESH, NLM/LC Classification System, MARC, OCLC, DOCLINE, and AACR2.

LIBRARY EXPERIENCE

Librarian

Health Resource Library, April 1993 – Sept. 1997 and July 1998 – Present.
Northwest Community Hospital / Arlington Heights, IL

- Manage library and information services for the Northwest Community Healthcare facilities, physicians, nurses, hospital administrators and staff, patients and general public.
- Instruct doctors, nurses, hospital staff & the public in healthcare research, online database searching, use of the Internet and other education.
- Conduct specialized searches within various online databases, print materials and the Internet and locate materials to fulfill information needs.
- Responsible for recruiting, hiring, training, and supervising professional, clerical, and volunteer staff.
- Create and maintain intranet websites for the Library, the Patient Education Committee and the Nursing Research Council.
- Established and maintain consumer health collections for various departments and for the library using monetary gifts from the community.
- Plan, coordinate, and budget for library services including responsibility for all collection development, serials and electronic resources.

Manager, Reference Services & Collection Development

Library of Rush University, Sept. 1997 – July 1998.
Rush University Medical Center / Chicago, IL

- Managed the reference services of an academic medical center library including responsibility for evaluation, hiring and supervision of professional reference staff, development of goals, budgeting, provision of extensive online services and liaison with departments of the academic facility and the medical center.
- Responsible for all collection development activities including direct responsibility for selection of all books and serials, conducting an annual journal review process, and development of both the reference and circulating collection.

- Developed and presented orientation and training sessions to students on the use of Medline and other online databases.

Manager, Automated & Technical Services.

Resource Center, April 1992 – April 1993.

American Hospital Association / Chicago, IL

- Responsible for collection development, automation, technical services and indexing activities of the library.
- Supervised a staff of nine professional and numerous other paraprofessional staff.
- Responsible for the production of the Health Planning and Administration database in cooperation with the National Library of Medicine and the publication, marketing and selling of the Hospital Literature Index.
- Developed long- and short-term goals for the automation and technical services of the library, hired and trained staff, formulated policies and procedures, administered budget, met revenue expectations, supervised book and journal selection and acquisition, and ensured that services and products met users and staff information needs.

Manager

Medical Library, July 1991 – April 1992.

Highland Park Hospital / Highland Park, IL

- Responsible for overall administration of medical library services including supervision of staff, preparation of annual budget and development and coordination of library services.
- Installed a CD-ROM system for searching Medline and other databases and established a service for hospital staff and physicians to search the system using their home computers and modems. Promoted this new service with training sessions and demonstrations at departmental meetings, brochures and flyers. Trained staff and volunteers on use of the system.
- Provided reference and research services using print, CD-ROM and online resources. Managed a current awareness service for physicians, administrators and staff of the hospital.
- Liaison with department managers and staff to develop departmental collections and to enhance awareness of available information services. Responsible for all journal subscriptions for the hospital including departmental purchases.

Library Director

Oak Lawn Public Library / Oak Lawn, IL, October 1989 – May 1991.

- Responsible for the overall administration of a large public library, including supervision of a staff of ninety-eight, administration of annual budget, development of long- and short-term plans, community liaison activities, and preparation of monthly, annual and special reports for the Board.
- Grant writing responsibilities resulted in a \$125,000 state grant to remodel the library for enhanced handicapped accessibility.
- Initiated programs and services including establishing a compact disk collection, public access microcomputers, automation of financial functions, and establishment of a volunteer program and a library foundation.

Department Head, Reference and Adult Services

Arlington Heights Memorial Library / Arlington Heights, IL, November 1974 – October 1989.

- Supervised the reference activities of 11 professional and 3 clerical staff. Responsibilities included hiring, training and supervision of staff, coordination of all reference services, budgeting and planning.
- Special services initiated included online database searching, CD-ROM databases, library use and reference use public classes, program presentations to local clubs, groups and organizations. Established a young adult collection working cooperatively with Youth Services which included fiction and non-fiction materials.
- Special library-wide projects included selection of a library security system, managing the bid process for photocopy equipment, establishment of several new book collections and active involvement in automation planning including the release of a RFP for an automation system.
- Collection development responsibilities for all reference materials and reference serials including business and legal reference material. Additional collection development responsibilities for various fiction areas, history and travel books, social science and technology and the young adult collection.
- Significant involvement in three building expansion projects including preparation of a building plan, layout, and equipment and furniture selection.
- Acting Head of Adult Services for almost a year assuming all duties and responsibilities and hiring a replacement Head of Reference while an extensive search was conducted for a new Head Librarian.
- Grant planning activities included writing NEH grant applications and serving as an NEH grant evaluator.

Head Librarian

Ela Area Public Library / Lake Zurich, IL, October 1972 – November 1974.

- Established a public library in a previously un-served area using a combination of state and federal grants. Within one year, overwhelmingly passed a tax referendum to establish tax-supported library district. Worked with community groups and public officials to pass the referendum and establish the library district.
- Hired and trained staff. Formulated all personnel policies and procedures. Established staff benefit plans and wrote job descriptions. Selected and acquired all materials for the library.
- Selected an interim site for the library facility and purchased all equipment and furniture. Negotiated with a local developer for donation of a permanent site for the library (which its new building occupies). Hired a building consultant and negotiated with an architect.
- Established technical processing procedures, cataloged material, and trained staff in book processing. Wrote grant reports and evaluations for the Illinois State Library.

PRESENTATIONS

- “Using Volunteers”, Power in the Trenches Panel, Medical Library Association annual conference, Washington, DC 2004.
- “Medical Information Sources”, presented at NSLS, 1997, 2006.
- “Medical Information Sources”, LACONI, Spring, 1996.
- “Using the Internet” for “Nurses can Travel in Cyberspace”, Midwest Alliance for Nursing Informatics meeting, 1999.
- “CME sources on the Internet”, “Using PDAs”, “The Internet in Clinical Practice”, “Online Database Searching” and other workshops for Continuing Medical Education committee.
- “Surfing the ‘Net: Introduction to the Internet” hospital-wide workshop.

PUBLICATIONS

- Kennedy, JC. Book review: Technology and Copyright Law. Medical Reference Services Quarterly 1998 Spring; 17(1): 87-95.
- Kennedy, JC. InfoRetriever. Journal of the Medical Library Association 2004; 92(3): 381-382.
- Kennedy, JC, Hammond, PA. Using volunteers as staff extenders. MLA News 2005 March; No.354: 4.
- Kennedy, JC. Access to electronic resources by remote users. MLA News 2006 February; No. 383:16.
- Kennedy, JC. Risk analysis of an electronic journal collection. Journal of Hospital Librarianship 2006; 6(3): 57-66.
- Kennedy, JC. The healing library environment. Journal of Hospital Librarianship 2006; 6(3): 67-74.
- Kennedy, JC. Providing consumer health services without a circulating collection. Journal of Hospital Librarianship 2007; 7(3): 43-48.

EDUCATION

- Major, English/Sociology, Rice University, Houston, Texas, 1965-1967.
- BA cum laude, English, State University of New York at Buffalo, 1971.
- MSLS, State University College of New York at Geneseo, 1972.

PROFESSIONAL ACTIVITIES

- MLA, NAHRS, Committee Co-chair, Standards for Nursing Information Resources & Services in Healthcare Settings, 2008- .
- Section editor, Journal of Hospital Librarianship, 2007- .
- Bylaws committee, Health Science Libraries of Illinois, 2007-8.
- Chair-elect, 2004-2005, chair, 2005-2006, past-chair, 2006-2007, Consumer & Patient Health Information Section, Medical Library Association.
- Continuing Education coordinator, Health Science Libraries of Illinois, annual conference, 2006.
- Program chair, Consumer & Patient Health Information Section, Medical Library Association, 2004-2005.
- Secretary, Health Science Libraries of Illinois, 1999-2003.
- Coordinator, Metropolitan Consortium of Healthcare Libraries, 1995-1997,2007-8.
- Committee member, North Suburban Library System Members Committee, 1995-1996.
- Program Chair, Oak Lawn Rotary Club, 1990-1991.
- President, Reference & Adult Services Section, LACONI, 1989-1990; Treasurer, 1987-1988; Secretary, 1986-1987
- President, Social Responsibilities Round Table, Illinois Library Association, 1985; Vice-President, 1984.
- Planning Committee, Illinois Library Association Conference, 1984-1985.
- Secretary, Junior Members Round Table, Illinois Library Association, 1977-1978; Board Member at large, 1976-1977.
- Committee member, Committee on Material for American Indians, Reference & Adult Services Section, American Library Association, 1975-1976.
- Representative, Junior Members Round Table Affiliates Council, American Library Association, 1977-1979.