LAUREN HARLOW

CONTACT

Oxnard California

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SKILLS

- Project Management
- Educational Programming
- Public Speaking
- Interpretation and Storytelling
- Historical Research
- Analytical Writing
- Community Engagement
- Microsoft Office

EDUCATION

December 2023
Master of Arts American History
Arizona State University
- Graduated with distinction
- Completed five college level research and historiography projects from start to completion.
- Completed two media defense projects, utilizing power point and Digication.
- Conducted extensive research on Public History, the Reconstruction era, and domestic enslavement of Yoruba women. Displayed the culmination of this research in a website format.

June 2021
Bachelor of Science American History
Excelsior University

WORK HISTORY

April 2022 - August 2023
Museum Assistant ***Churchill County Museums & Archives***, Fallon, NV
- Wrote and presented an education script to 300 fifth graders regarding the Newlands Project at a community festival.
- Interviewed, trained, and mentored intern; specifically regarding the use of museum materials, their research projects, and writing projects.
- Updated Past Perfect database with corrected archive information.
- Led fall lecture series, promoting event, setting up venue, acting as tech support for lecturers using AV.
- Started and managed the museum email system, Mailchimp, overseeing over 200 members.
- Researched and wrote articles published in local newspaper utilizing archival sources.
- Developed training manuals for onboarding staff.

September 2018 - October 2019
Historical Interpreter ***Virginia Beach History Museums***, Norfolk, VA
- Coordinated and planned the annual 2019 Artisan Festival which saw nearly 1,000 people.
- Executed the 2019 SAPLINGS Outreach Program to 40 classes in title 1 schools, an outreach program designed to educate kindergarteners on the concept of history using the most up-to-date Virginia Standards of Learning.
- Managed volunteers during festivals.
- Conducted guided educational tours of the 18th and 19th-century properties communicating history to guests of all ages and backgrounds.
- Oversaw various public events, such as "Free-Fun-Saturdays," field trips, holiday programs, and weddings.

- Conducted historical research for educational materials, in addition to monthly social media posts.

January 2019 - June 2019
Corporate History Archives Intern ***St. Luke's Historic Church & Museum***, Smithfield, VA
- Scanned and filed 13 pages/hr within 150 hr. internship for future digitization.
- Worked with the museum's "Out of the Ashes Project," A collection of 50,000 burned documents pertaining to Historic St. Luke's 1950's Restoration.
- Preserved the "Henry Mason Day Scrapbook," A collection of personal photos, newspaper clippings, maps, and pamphlets pertaining to the 1950s Restoration.
- Researched historical details regarding economic, social, and political events to further the museum's knowledge of its 17th-century site.
- Led the museum's "Beyond Artifacts: Exploring Colonial Virginia" field trip, helping fourth graders achieve their SOLs through hands on learning of history.

October 2017 - February 2018
Research Assistant ***St. Luke's Historic Church & Museum***, Smithfield, VA
- Coordinated research projects using physical artifacts, such as coffin handles, and primary sources, such newspaper articles.
- Collaborated with outside resources, such as the Eisenhower Library and the National Museum of Natural History, when additional sources and expertise were needed.
- Wrote affiliating blog posts that educated the public and kept the museum audience abreast about its seventeenth-century site.
- Curated research into a permanent exhibit installed in the church.
- Updated the museum's Past Perfect 5 database on collections, photos, and old books, noting discrepancies.
- Categorized and organized Museum Research Library for staff and volunteer usage.