



Joy Tahan Ruddell

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CatalogIt

January 2020 – present

Museum & Collections Consultant

- Primary contact and coordinator for museum association support
- Works with Museum and Collector subscribers to assist with collections management solutions and problem solving
- Coordinates with CatalogIt staff on development of new product classifications
- Advises staff on Museum related best practices and professional standards to assist in implementing new product enhancements
- Provides subscriber support
- Coordinates and authors CatalogIt monthly newsletter, blog posts, and MasterIt content
- Assists CatalogIt team with marketing and social media activities

JTR Collections Management

June 2016–present

Museum Collections and Registration Specialist

- Provides registration and collection management support and trainings for museums, foundations, and private collections.
- Specializes in collection policy and procedure development.
- Specializes in capacity building projects for small museums through creative problem solving and determining scalable solutions.
- Manages and implements collection projects including inventories and moves.
- Organizes and processes incoming and outgoing object and exhibition loans.
- Manages acquisition and deaccession activities.
- Provides insurance and risk management assistance.
- Performs day-to-day registration services such as condition reporting, cataloging, facilities report review, and data management.
- Focuses on museum collection access projects helping them engage the communities they serve.

Oakland Museum of California

October 2013–June 2016

Senior Registrar

- Coordinated activities of the Registration Department.
- Managed departmental, project, and grant budgets.
- Supervised collections staff members.
- Oversaw and coordinated revisions and creation of museum Collections Policies and procedures.
- Collaborate with conservation staff on pest, climate, and environment management.
- Negotiated climate and facilities issues with borrowers, lenders, and donors.
- Oversaw emergency plan and response for collections.
- Supervised intellectual property, imaging, and rights to reproduce staff and projects.



- Coordinated and participated with staff in the writing and implementation of collections grants.
- Oversaw collection related legal issues including NAGRPA compliance, insurance, and contracts.
- Monitored and reported insurance and collection facility issues to City of Oakland Risk Manager.
- Participated on cross-functional teams determining museum wide policy and procedures.
- Ensured museum adherence to professional collection standards in visitor accessible settings.

Additional tasks as Acting Center Director

March 2015–June 2016

- Oversaw Center Budget.
- Supervised implementation and training for new Collections Information System.
- Worked with Executive Team and Museum Director on Strategic Plan and initiatives.
- Supervised Information Access Staff.
- Coordinated and implemented new registration staff structure.
- Lead initiatives to create more community interaction with collections.

Oakland Museum of California

1997–October 2013

Registrar

- Coordinated and supervised all changing exhibitions and permanent collection activities.
- Performed domestic and international couriering of artifacts.
- Facilitated and coordinated major incoming acquisitions included 24,000-object poster collection.
- Coordinated and implemented major grant projects.
- Managed registration for seventy OMCA changing exhibitions.
- Assisted in coordinating and executing comprehensive collections inventory.
- Participated on interdisciplinary teams.
- Coordinated travel for major Art Department exhibitions.
- Facilitated research of collections and archives for general public, scholars, and museum staff.
- Trained and supervised registration associates, interns, and assistants.
- Maintained museum wide collection insurance acting as liaison with City Risk Manager.
- Coordinated all artwork movement for reinstallation of new Gallery of California Art.
- Worked with conservation staff to ensure stability of all artwork on display.
- Helped curatorial staff view and select artwork in the development of gallery.
- Assisted with collection management database system conversion and associated staff training.
- Helped plan new museum off-site storage facility coordinating move of more than 25,000 objects.
- Coordinated move of History collection to new storage location.

Oakland Museum of California, Art Department 1995–1997

Associate Registrar

- Performed general registration duties related to changing exhibitions and permanent collection.
- Supervised and trained registration interns and assistants.
- Created condition reports and handbooks for OMCA generated traveling exhibitions.
- Managed all incoming rights and reproductions requests for the Art Department.
- Assisted researchers in collection and photographic archives.



The Jewish Museum San Francisco

1995

Assistant Registrar, Permanent Collection and Exhibitions

- Performed general registration duties related to changing exhibitions and permanent collection.
- Conducted comprehensive inventory of permanent collection.
- Assisted in the coordination of artifact storage, packing, and shipping.

Oakland Museum of California Committees:

- Chaired Cataloging Strategy Team to determine long-range cataloging and imaging activity plan.
- Co-Chaired Collections Team that created and implemented streamlined registration systems.
- Co-Chaired NAGPRA Committee.
- Chaired Museum Collections Committee.
- Facilitator of *Services and Productions Group* in preparation for OMCA restructure.

Professional Affiliations/Experience/Special Projects:

Board of Directors , Camron-Stanford House, Oakland	2016 - present
Board of Directors , California Historical Records Advisory Board	2017 - 2020
Board of Directors , California Association of Museums (CAM)	2016 - 2020
<i>CAM Committees: Program; Multicultural Emerging Professionals; Green Museum Initiative</i>	
Founding Board , Bay Area Registrars and Collections Specialists	2015 - 2016
LeaderSpring , Oakland Museum of California, Cohort Two	2015 - 2016
Online Engagement Cohort , CAM	2015
Adjunct Professor , John F. Kennedy University	2014 - present
Guest Lecturer , Museum and Gallery Methods/ Art History Sonoma State University	1994 - 97, 2000, 04, 11, 16
Northern California Co-Representative Registrar's Committee–Western Region	2009 - 2013
Guest Lecturer , Collections Management Practicum John F. Kennedy University	2001 - 2009
Contract Registrar , David Ireland (Artist)	2005
Master's Project Reviewer John F. Kennedy University	2001, 2011, 2012, 2017, 2018
Guest Lecturer , Museum Studies University of California, Berkeley	1996

Education:

John F. Kennedy University	1995
Master of Arts, Museum Studies, emphasis Collections Management	
Sonoma State University	1993
Bachelor of Arts, Art History	

References and client list available upon request.