

## SUSAN S. LAUDICINA

301-233-1113

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Broad experience in cataloging, researching, and accessioning artworks into private museum and university collections. Assist Smithsonian Institution with collections management projects. Eager to apply my collections management skills in the service of cultural institutions. Confident team player with the ability to set and meet deadlines.

### **Museum Registrar and Collections Care Experience**

March 2019 – Present

**Curatorial Assistant**, National Museum of American History  
Division of Cultural and Community Life  
Smithsonian Institution, Washington, D.C.

- Catalog, accession, and prepare condition reports for collections of 19<sup>th</sup> Century American paintings, prints, and children's books. Create and update object records in Mimsy XG collections management system. Create online object labels/descriptions for collection objects. Conduct artist, author, and other maker research.

October 2018 – Present

**Resource Teacher**  
Montgomery College, Rockville, MD

- Teach U.S. civics through the lens of art history by analyzing artists' depictions of historic figures/events. Course prepares Permanent Residents for U.S. Citizenship test and interview.

April - October 2017

**Contract Registrar**, Georgetown University Library  
Booth Center for Special Collections, Washington, D.C.

- Accessioned, cataloged, photographed, and rehoused a collection of over 500 early 20<sup>th</sup> Century American prints. Prepared condition reports and estimated values. Created object records in EmbARK collections management system.
- Wrote exhibition proposal analyzing themes, content and significance of prints.

September 2017

**Contract Registrar**, Washington, D.C.

- Developed and conducted a training workshop entitled "Documenting and Digitizing Your Collection" for members of the International Hajji Baba Society (for collectors of fine textiles).

June – August 2017

**Collections Volunteer**, National Portrait Gallery  
Department of Photographs, Prints & Drawings  
Smithsonian Institution, Washington, D.C.

- Inventoried and performed initial cataloging of about 125 objects, including daguerreotypes and prints. Created a collection record for each object that included a description, photograph, measurements, and condition report.
- Performed object and constituent queries in TMS database.

February – March 2017      **Digital Projects Volunteer**, Archives of American Art  
May – June 2016            Smithsonian Institution, Washington, D.C.

- Updated object records in Archives' collection information system to ensure accuracy, proper fielding and tagging; entered data into Drupal content system.

July – September, 2015      **Registrarial Assistant**, American University Museum,  
Katzen Arts Center, Washington, D.C.

- Accessioned a bequest of almost 200 early 20<sup>th</sup> Century American prints.
- Cataloged objects; prepared condition reports; measured, photographed and rehoused artworks; conducted provenance research; and estimated values.
- Wrote exhibition proposal analyzing themes, content and significance of prints.

August – November, 2015    **Public Programming Assistant**,  
Washington Project for the Arts, Washington, D.C.

- Assisted with exhibition planning and gallery tasks (e.g., prepared artist checklists).

### **Academic Education**

**Certificate in Art Collections Management and Display**  
New York University's School of Professional Studies – 2015

**Master of Arts, Political Science / International Relations**  
Georgetown University, Washington D.C.

**Bachelor of Arts, Political Science / History - *cum laude***  
University at Albany, New York

Courtauld Institute of Art, University of London, United Kingdom

- Courses on Early Modern Art in Britain and France, Renaissance Venice, Mosaics from Antiquity to Renaissance, and Medieval Illuminated Manuscripts

Georgetown University, Washington, D.C.

- Courses on Baroque Art, Northern Renaissance Art, and History of Photography

### **Continuing Education**

- Association of Registrars and Collection Specialists, Conference - 2021, 2019, 2017
- Museum Learning Hub, Workshops on Managing Digitization Projects – June 2021
- Smithsonian, National Conference on Cultural Property Protection – 2021 and 2020
- American Alliance of Museums, Annual Meeting - 2019 and 2016
- Mid-Atlantic Association of Museums, Annual Meeting - 2018
- Small Museum Association, Annual Conference - 2020, 2018, and 2017

### **Expertise**

- Working knowledge of collections management software (EmbARK, Mimsy XG, TMS)
- Working knowledge of Microsoft Office applications (Word, Excel, PowerPoint)
- Fluent in French