

SUSAN S. LAUDICINA

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Eager to apply my collections management skills in the service of cultural institutions. Broad experience in cataloging, researching, and accessioning artworks into private, public museum, and university collections—including the Smithsonian Institution. Working knowledge of collections management software (EmbARK, Mimsy XG, and TMS). Confident team player with the ability to set and meet deadlines.

Museum Registrar and Collections Care Experience

Registrarial / Curatorial Assistant, Division of Home and Community Life March 2019 – Present
National Museum of American History, Smithsonian Institution, Washington, D.C.

- Catalog, accession, and prepare condition reports for collections of 19th Century American paintings, prints, and children's books. Create and update object records in Mimsy XG collections management system. Write online object labels/descriptions for collections objects to be used for public engagement. Conduct artist, author, and maker research.

Resource Teacher October 2018 – Present
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. Naturalization test and interview.

Contract Registrar, Booth Center for Special Collections, Lauinger Library April - October 2017
Georgetown University, Washington, D.C.

- Accessioned, cataloged, photographed, and rehoused a collection of over 500 early 20th 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.

Contract Registrar, Washington, D.C. September 2017

- 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).

Collections Volunteer, Department of Photographs, Prints & Drawings June – August 2017
National Portrait Gallery, 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.

Digital Projects Volunteer

Archives of American Art, Smithsonian Institution, Washington, D.C.

February – March 2017

May – June 2016

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

Registrarial Intern, Katzen Arts Center

American University Museum, Washington, D.C.

July – September, 2015

- Accessioned a bequest of almost 200 early 20th 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.

Public Programming Intern,

Washington Project for the Arts, Washington, D.C.

August – November, 2015

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

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

Georgetown University, Washington, D.C.

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

Continuing Education

- American Alliance of Museums, Annual Meeting – 2022, 2019 and 2016
- Association of Registrars and Collection Specialists, Conference – 2021, 2019, 2017
- Smithsonian, National Conference on Cultural Property Protection – 2022 and 2021
- Museum Learning Hub, Workshops on Managing Digitization Projects – June 2021
- Small Museum Association, Annual Conference – 2020, 2018, and 2017
- Mid-Atlantic Association of Museums, Annual Meeting – 2018

Additional Skills

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