

Beth Behrendt

Curriculum Vitae

Experience

Freelance Writer 2011 - Current

bethbehrendt.com

Research, conduct interviews and write for:

- editors, ad agencies, businesses and organizations
- magazines, newspapers, newsletters, web and video
- local, regional and national markets

Particularly experienced in covering family life, personal finance, travel, food, health, environment, interior design, history, and historic architecture.

Archivist 2007 - 2009

Institute of Museum and Library Services Project at Stuart-Hobson Middle School, Washington, DC

Organized and cataloged archival materials (dating back to 1920s) to facilitate use by students and other researchers.

- Instructed students on working with archival materials
- Wrote funding reports to ILMS
- Worked with architects on the design of a new work and storage space for the materials
- Networked with school librarians across the country to learn best-practices for school archives
- Promoted the project to the DC Public Schools Administration, community organizations, and local press
- Profiled in **The Washington Post** "A School's Unintentional Time Capsule Offers Students a Glimpse of the Past"
<http://www.washingtonpost.com/wp-dyn/content/article/2009/05/12/AR2009051203274.html>
Wednesday, May 13, 2009

Library Director 1995 - 2005

World Resources Institute, Washington, DC

WRI is an international nonprofit research organization promoting sustainable development. As Library Director:

- Oversaw and trained staff of research librarians and support staff

- Managed budget, collection development, and the design of and move to a new library facility
- Researched all aspects of environment, business, and sustainable development (Dialog, Lexis-Nexis, internet, and traditional sources)
- Compiled donor profiles for WRI's Development Office (DonorPerfect, Lexis-Nexis, and internet)
- Marketed library services internally to research staff and externally to academic and international organizations worldwide
- Provided training and research services at WRI partner organizations in Budapest, Hungary and Nairobi, Kenya
- Represented WRI Publications at the Frankfurt, Germany International Book Fair

Librarian | Head Librarian 1992-1995

INFOTERRA (UNEP) / USEPA (contractor), Washington, DC
 INFOTERRA was a program of the United Nations Environment Programme facilitating the exchange of environmental information between governments, organizations, and researchers. 20+ INFOTERRA offices existed worldwide. The US office was based at the USEPA Headquarters Library. As librarian and then Library Director:

- Researched and answered requests for information about US environmental laws from individuals and government officials from around the world
- Provided tours for international visitors to the USEPA
- Marketed INFOTERRA'S research services to EPA staff working on international issues
- Managed INFOTERRA's budget, collection development, and a staff of research librarians and support staff

Other

Volunteer 2004 - current

DC Public Schools, Washington, DC and Canterbury School, Fort Wayne, IN
 fundraising, reporting, coordinating, and chairing committees

Home Renovator 1996 - current

- 1949 Midcentury Modern ranch in historic Wildwood Park, Fort Wayne, IN
 - one of the featured homes on the ARCH 2012 Historic Home and Garden Tour and was profiled in **The Journal Gazette** “Midcentury Style Impresses” June 3, 2012
- 1908 Edwardian row house in Historic District of Capitol Hill, Washington, DC

Chair / Member Special Libraries Association (SLA) and DCSLA 1992 - 2005

- Chaired the DCSLA Environment and Resource Management Division for 4 years
- Presented and/or organized roundtables on environmental and international information at various national conventions