

Melody Freed

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School Address

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OBJECTIVE

To obtain a position in a job relating to my field of study, history, such as at a museum or an archiving center.

EDUCATION

2018-2022 Hammond High School, Columbia, Maryland

2022-Present University of Maryland, College Park, Maryland
Seeking a Bachelor's Degree in History
Graduation anticipated for 2026
College Park Arts Scholars Citation anticipated for 2024
Dean's List (Spring 2023, Fall 2023)

EXPERIENCE

- 2019-2022 *Tutoring*
- Worked with middle and elementary school children to help them learn and practice their musical instruments.
 - I learned how to work better with children, be a leader where situations required it, and how to help teach others about something that I enjoy.
- 2021-2022 *Tri-M Music Honor Society*
- Helped to set up and run music concerts for middle and elementary schools, working the sound, lights, and helping the students set up.
 - I learned how to work the light and sound board in our auditorium, and got to work more with younger musicians to help them prepare for their concerts.
 - Practice performing and speaking in front of an audience.
- 2021-2022 *Clarinet Section Leader*
- Section leader of the clarinets in my high school marching band and wind ensemble; helped to lead sectionals, work on our music, and help younger students where they may be struggling.
 - I got to exercise more leadership skills in this role, learning how to work with a large group and meet them where they were in their learning, and was able to learn how to manage my time and find quick and efficient ways to help out when I was needed.
- 2022-Present *Smithsonian Transcription Center*
- Digital volunteer for the Smithsonian Transcription Center. I work with other volunteers to transcribe and preserve historical documents for the public and for historical databases.
- 2022-2023 *Justice Arts Coalition*
- Volunteered for the Justice Arts Coalition, a non-profit organization dedicated to preserving and promoting the artwork of incarcerated artists. I worked with other

volunteers to transcribe written artwork for the public using Google Docs, and I also organized on-campus events such as lectures meant to help with promotion of the organization.

- 2022-2023 *TedX*
- Digital volunteer for TedX, the company behind TedTalks. I worked with other digital volunteers to write the closed captions of Ted videos that are published on their website and on YouTube.
- 2023 *UMD Intern For A Day Program*
- Spent one day shadowing the University of Maryland Libraries Digitization Services Coordinator. I was able to ask her questions and see how the digitization and archiving process works in real time, along with being able to explore the University of Maryland archives.
 - I observed the digitization and documentation of microfilm, audiovisual, and document formats.
 - I observed the digital archiving process, where interns marked each document that was digitized and edited the metadata within a specific collection.
 - I worked with a Zeutschel scanner and learned about the archiving department's custom program for archiving the materials scanned.
- 2023-Present *Arts Scholars Peer Mentor*
- Worked within my College Park Scholars program as a Peer Mentor, which helped the incoming college freshmen with adjusting from high school.
 - I participated in events such as Service Day where we went to a local non-profit organization to assist them with cleaning up trash and decorating their property.
 - I hosted events for my mentees throughout the semester, such as game nights and Zoom study sessions.

INTERESTS

- United States and world history
- Transcription
- Archiving
- Library work
- Music history
- Clarinet
- Creative writing
- Hospitality
- Teaching/Tutoring

SKILLS

- Proficient with Google Docs and Google Slides
- Proficient in working with technology
- Skills with multiple instruments and with reading music
- Intermediate understanding (reading/writing) of French
- Vast knowledge of history (concentration in United States)
- Proficient with archiving cites used for research projects
- Good listener
- Works well in groups or individually

REFERENCES

Available upon request