Gwenne Balcius

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LinkedIn · Senior Research Portfolio

EDUCATION

B.A. in Community, Youth, and Education Studies **May 2026**
Clark University, Worcester, MA | Graduated Summa Cum Laude

RELEVANT EXPERIENCE

Bacon Free Library **Natick, MA**
Library Assistant June 2026–Present

- Utilized Sierra ILS, Assabet Interactive, and ComCat to check materials in and out to patrons, place holds, and process materials through the Minuteman Library System.
- Handled circulation, reference, programming, and collection development responsibilities.
- Provided excellent service to patrons in-person, over the phone, and online.

Clark University Writing Center **Worcester, MA**
Writing Consultant August 2025–November 2026

- Worked collaboratively with students in individual writing conferences; supported writers with projects across disciplines and at all stages of development; worked with ELL students to improve English comprehension and academic writing.
- Edited a variety of materials including academic, creative, career-prep, and more.

Millbury Historical Society **Millbury, MA**
Cataloging & Digitization Intern December 2025–May 2026

- Cataloged 450+ items in Millbury Historical Museum; handled and photographed items (ephemera, weapons, clothing, and more) in keeping with archival best practices.
- Conducted rigorous provenance research; facilitated development of museum collections database.

Franklin Recreation Department **Franklin, MA**
Camp Counselor June 2023–August 2025

- Supervised and engaged with children of varying age groups (5-14) in camp & field trip settings; opened and closed campground weekly.
- Developed and enacted various age-appropriate activities, games, and craft projects.

Clark University Residential Life & Housing **Worcester, MA**
Residential Advisor April 2024–May 2025

- Formed community within residence hall, maintained connections with 40+ residents.
- Planned, promoted, & implemented various on-campus programs through flyers and bulletin boards; oversaw individual and building group budgets.
- Tracked event engagement metrics; documented incidents, room conditions, and wellness reports.

Hockomock Area YMCA, Summer Academy **Bellingham & Milford, MA**
Camp Counselor June 2021–August 2022

- Created and facilitated educational enrichment activities for children in summer school programs.
- Learned basic Portuguese & utilized existing Spanish-speaking abilities to connect with children.

SKILLS

Library: Sierra ILS, ComCat, Reference Interviews, Interlibrary Loan, Cataloging, Collection Development
Administrative: Microsoft Office, Google Suite, Canva, Budget Management, Grantwriting
Community Engagement: Public Speaking, Event Planning & Management, Customer Service