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Virginia Tech Staff Employee of the Week

August 8, 2005

Name: John Jackson

Job Title: Library Specialist 1

Employee's Home Department: Digital Library and Archives

Employee's College or VP Area: University Libraries

Nominated For: President's Award for Excellence

Nominated By: DTamara Kennelly, University Archivists and Digital Librarian

Virginia Tech Hire Date: April 25, 2001



Summary

John Jackson works for University Libraries Special Collections and Digital Archives Department. John is one of those quiet employees who sees a need and takes the initiative to get the job done. In 2003 John saw a need for a manuscript and archival inventory template. He developed a template that is easy for all of the staff to use, making it much easier to inventory manuscripts and archives. This template follows the standards set by EAD (encoded archival description) and has reduced the amount of time it takes for the staff to describe manuscript holdings, increasing work production in the Library's Special Collections. John also helps in systematizing, housing and improving accessibility to materials in the library's Special Collections, making retrieval of materials more efficient.

During his four years in the department, John has developed his knowledge of the library's Special Collections on the Civil War, railroads, local history, and genealogy. John goes the extra mile to help patrons find the material they are looking for in our Special Collections section.

You will often find John working the Special Collections Reference Desk, where he helps patrons find the materials they need.

About the ["Staff Employee of the Week"](#) Program

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