

Rosa Petrucci

Librarian

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Chartered librarian with five years of experience across public and academic library settings in Edinburgh. I manage collections, run community programmes, and have introduced digital lending services that increased library engagement by 35%. Comfortable with cataloguing systems, budget management, and supervising volunteers. Hold CILIP Chartership and sit on the Scottish Library Association events committee.

EXPERIENCE

Librarian, Edinburgh Central Library (City of Edinburgh Council), Edinburgh

Apr 2023 – Present

Managing the adult lending and reference collections at Edinburgh's busiest public library.

- Oversee a collection of **48,000 items** including physical books, e-books, and audiobooks
- Launched a digital lending pilot via BorrowBox – **2,300 new digital loans** in the first 6 months
- Run **4 weekly community programmes** including a reading group (18 regulars), coding club, and job search support sessions
- Supervise a team of **3 library assistants and 8 volunteers**
- Managed a **£12,000 annual acquisitions budget** with a focus on diversifying the collection

Graduate Trainee Librarian, University of Edinburgh Library, Edinburgh

Sep 2021 – Mar 2023

18-month graduate traineeship rotating across special collections, subject liaison, and digital services.

- Catalogued **1,200 items** in the special collections archive using MARC21 and Dublin Core metadata standards
- Supported **3 academic departments** with literature search training sessions – ran 14 workshops for 280+ students
- Digitised **340 fragile manuscripts** as part of the Laing Collection preservation project

Library Assistant, Morningside Library (City of Edinburgh Council), Edinburgh

Jan 2020 – Aug 2021

Front-line library assistant role covering lending, returns, enquiries, and events.

- Processed an average of **180 loans and returns per day**
- Set up and ran the **Bookbug sessions** for under-5s – average attendance of 22 families per week
- Supported the Summer Reading Challenge – **145 children** completed the programme in 2020

EDUCATION

MSc in Information and Library Studies, University of Strathclyde, Glasgow

Sep 2019 – Sep 2020

CILIP-accredited programme. Dissertation on public library engagement with digitally excluded communities. Awarded a Merit.

MA (Hons) in English Literature, University of Edinburgh, Edinburgh

Sep 2015 – Jun 2019

Upper Second Class Honours (2:1). Four-year Scottish MA programme. Final year dissertation on Scottish women's writing in the 19th century.

SKILLS

Collection Management & Acquisitions • MARC21 & Dublin Core Cataloguing • Koha & Alma Library Management Systems • Digital Lending (BorrowBox, Libby) • Community Programme Development • Budget Management • Volunteer Coordination • Information Literacy Training • Safeguarding & DBS Compliance • Event Planning & Promotion

CERTIFICATIONS

CILIP Chartership, Chartered Institute of Library and Information Professionals

Jun 2023

Safeguarding Children & Vulnerable Adults, City of Edinburgh Council

Apr 2024 – Apr 2026

LANGUAGES

English (native) • Italian (conversational)

PROJECTS

Digital Lending Pilot – Edinburgh Central Library

Sep 2023 – Mar 2024

Planned and launched a digital lending service to reach users who couldn't visit the library in person.

- Onboarded **BorrowBox** with an initial catalogue of 1,800 e-books and 600 audiobooks
- Achieved **2,300 digital loans** in the first 6 months
- Ran **6 digital skills workshops** for older adults to help them access the service

Part of a team digitising rare manuscripts from the Laing Collection for online access.

- Personally digitised and catalogued **340 items** including letters, pamphlets, and early printed books
- Collection now available to **researchers worldwide** via the University's digital repository

REFERENCES

Fiona MacLeod, Senior Librarian, City of Edinburgh Council Libraries, fiona.macleod@edinburgh.gov.uk, +44 7700 900 341

Graham Tait, Head of Special Collections, University of Edinburgh Library, g.tait@ed.ac.uk, +44 7700 900 457

EXTRA CURRICULAR ACTIVITY

Committee Member – Scottish Library Association

Jan 2024

Sit on the events sub-committee organising the annual Scottish Libraries Conference. Helped plan the 2024 conference attended by 220 delegates.

Volunteer – Edinburgh UNESCO City of Literature Trust

Jun 2022

Support the trust's public events programme, including the StoryShop project and Book Week Scotland. Volunteered at 12 events over 2 years.