Paige Morgan

Paige Courtney Morgan
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Overview:

- I am a social problem solver, happiest when I am collaborating with people to understand their needs, and developing tools, events, and practices that support and improve their work. I craft robust resources that address the needs of a wide variety of users, and actively plan adaptations and improvements for future use.
- My training has provided me with experience in multiple aspects of development: ideation, research, administration, publicity, evaluation, and recordkeeping; and I can switch roles easily and quickly when circumstances demand it. As an academic and professional, I thrive in both leadership and support positions where I can design and create new opportunities for education and disseminating information.
- My commitment to the digital humanities has led me to focus especially on the role that technology plays in education and research, and I am excited to continue adapting my skills to new situations.

Education:

Ph.D., English (June 2014) - University of Washington
M.A., English (2006) - University of Washington
B.A. (*cum laude*), Classics, English, Theatre (2000) - Seattle Pacific University

Project Development:

Demystifying Digital Humanities (**Project Manager**, in progress)
http://www.dmdh.org

- A series of six workshops for humanities graduate students, now in its second year, designed to provide a practical introduction to digital humanities practices and scholarship.
- Developing interest in a campus-wide formal digital humanities program at UW, and collecting data about what sort of infrastructure would be required.
- Focusing on cohort building and developing a digital humanities curriculum that maximizes student agency.
- Encompassing training in programming languages and project management.
- Funded by grants from the Simpson Center for the Humanities and the UW Textual Studies program.

Visible Prices: A Collection of Literary and Historical Economic Data (**Developer**, in progress)
http://www.visibleprices.org

- An online database of prices drawn from literary and historical sources in 18th and 19th century England. Users will be able to search for information relating to a specific good or service, or a specific amount of money.

- o Provides a new perspective on shifts in prices between objects and purchasing power over time, and on the ways that prices were used as detail in literary texts.
- o Example: Samuel Johnson earned 10 guineas for his poem "London," in 1738. Around that time, 10 guineas would pay for the full training of a female midwife. 10 guineas was also discussed in Parliamentary debates as the bribe amount which MPs worried that no English electors could resist.
- o Example: A query for 3 shillings in 1789 reveals that in London, that amount would purchase a bushel of wheat, a quarto of translations from Diderot, or a day's services of a crippled or deformed child as a companion to an adult beggar.

Work Experience:

2004-Present: **Predoctoral Teaching Associate**, *University of Washington English Dept.*, Seattle, Washington
- o Helped students and teaching colleagues become comfortable and proficient working with a range of technological platforms for research, writing, and publishing.
- o Developed lesson plans and activities featuring Canvas, Catalyst, GoogleDocs, and other platforms that helped students see their writing in broader disciplinary contexts.
- o Collaborated with other English Department teaching associates to determine departmental-wide course requirements and grading standards.
- o Created structured curricula for courses in 18th and 19th century literature, beginning and intermediate expository writing for native English speakers and ESL students, and introductory textual studies and bibliography

June-November 2012: **Technical Writer and Editor**, *Mckinney Trailer Rentals*, Auburn/Tacoma, Washington
- o Interviewed employees and researched company history in order to quickly develop a comprehensive knowledge of company practices.
- o Assisted company management in developing and revising effective policies and instructions.
- o Created company-wide policies manual for rental and accounting procedures and company software systems.
- o Taught branch management personnel how to structure and format information in order to make it more legible to employees and clients.

2009-Present: **Graphic Designer** (freelance)
- o Created custom promotional materials for UW English and Textual Studies Departments in Seattle and in Rome, Italy.
- o Portfolio available at http://www.paigemorgan.net/graphic-design/

2006-2011: **History Guide**, *Smith Tower Chinese Room & Observation Deck*, Seattle, Washington
- o Researched Seattle architecture styles in order to help visitors understand the significance of the Smith Tower interiors and buildings visible from the Observation Deck.
- o Presented educational talks for audiences ranging from kindergarten to senior citizens.
- o Briefed building manager on opportunities for further outreach and publicity.
- o Managed all ticket and souvenir sales while on duty.

2008-2010: **Assistant Editor,** *Modern Language Quarterly*, *University of Washington*, Seattle, Washington
- o Maintained all correspondence between authors, expert readers, and reviewers in order to make sure that journal submissions were promptly read and returned.
- o Curated catalog of over 3,000 entries encompassing submissions, authors, manuscript readers,

and reviewers; and migrated catalog from an outdated platform to a more user-friendly and stable system.

- o Compiled annual statistics, and prepared and delivered statistics briefings to the Editorial Board.
- o Selected titles for review in the journal, researching and identified potential reviewers.
- o Revised and updated Assistant Editor Procedures Manual.

2003-2006: **Admin/Legal Editing Assistant**, *Gottlieb, Fisher, & Andrews, PLLC*, Seattle, Washington

- o Prepared a variety of contracts, agreements, and prospectuses for municipal bond and public finance transactions.
- o Proofread final versions of legal documents (including municipal bond certificates) before publication.
- o Coordinated document delivery and contract signings with banks, bond issuers, and counsel.

2002-2003: **Sales Assistant**, *Wedbush Morgan*, Seattle, Washington

- o Assisted clients and brokers in sales transactions and new account creations.
- o Managed communications between satellite offices in Port Orchard and Vancouver, WA and head offices in Los Angeles.
- o Arranged sales meetings and presentations from visiting mutual fund and annuity representatives.

2000-2002: **Administrative Assistant and Cashier**, *Morgan Stanley*, Bellevue and Seattle, Washington

- o Facilitated secure deposits, transfers, and withdrawals of up to $10,000,000.
- o Reviewed correspondence to ensure that brokers maintained appropriate communications with clients.

Service:

2008-Present: **Member of the Board of Trustees**, *The Blake Society*, London, England

- o Developed the Annual Blake Society Tithe Grant, which returns a portion of the Society's annual income to individuals whose work (in any sector) embodies Blake's creative ethos and energy.
- o Coordinated with Trustees to schedule an annual program of free talks and events on a minimal budget.

Skill Sets:

Languages:
- o German (intermediate reading and conversational fluency)
- o Latin (reading fluency)

Software/Platforms:
- o Mac/PC
- o Adobe Creative Suite
- o Apple Keynote
- o Filemaker Pro
- o Google Analytics

- o Microsoft Office Suite 2011
- o Microsoft Access SalesForce
- o Blogger/Wordpress/Twitter
- o Canvas (Instructure)
- o ANVC Scalar

Programming:
- o HTML/CSS
- o XML
- o XSLT

- o Java
- o RDF
- o MySQL

References:

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