

# Caroline Lauber

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## EDUCATION

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**M.A. Public History**, *Loyola University Chicago*, Chicago, IL Anticipated May 2023

- GPA: 3.77/4.00
- Relevant Coursework: Public History: Method and Theory, History Museums, and Archives and Records Management; Research Seminar: American Cultural History; Race, Violence, and Memory in U.S. History

**B.A. History**, *Wheaton College*, Wheaton, IL May 2019

- GPA: 3.77/4.00 – Magna Cum Laude, Dean’s List
- Phi Alpha Theta (History) and Theta Alpha Kappa (Biblical and Theological Studies) Honor Societies

## EXPERIENCE

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**Summer Intern** June 2022 – September 2022

*Refusing to Forget*

- Updated a scholarly encyclopedia entry on Ranger Captain, Leander McNelly, for the Texas State Historical Association (TSHA).
- Wrote a short blog post on the 1970 Uvalde student walkout and the involvement of the Texas Rangers.
- Created organizational documents to collect data for the traveling exhibit in 2023.

**Digitization and Metadata Assistant** May 2022 – July 2022

*Loyola University Chicago, Women and Leadership Archives*, Chicago, IL

- Digitized photographs and print materials for the Mundelein at 90 project.
- Organized materials in the Mundelein College Collection.

**Digital Exhibit Consultant** Spring 2022

*Frances Willard House Museum and Archives*, Evanston, IL

- Researched images and content for a digital exhibit on black women in the Woman’s Christian Temperance Union to be included on the Frances Willard House Museum and Archives website.

**Graduate Intern** January 2022-May 2022

*Loyola University Chicago Graduate, Professional, Adult Student Life Department*, Chicago, IL

- Helped coordinate and create programs and events for graduate, professional, and adult students.
- Created and constructed program assessment and oversee departmental social media platforms.
- Designed marketing materials for announcements and events.

**Tour Creator Team Member** Fall 2021

*Frances Willard House Museum and Archives*, Evanston, IL

- Created a self-directed, biking tour for the Frances Willard House Museum and Archives about Frances Willard’s personal relationships and significant locations in her life.
- Wrote a tour proposal including description, background, and script to be implemented on Clio.

**Administrative Coordinator and Admissions Counselor** October 2019 – December 2021

*WA Global Network*, West Chicago, IL

- Provided operational oversight for a 100+ attendee conference – including transportation, schedule, site logistics, attendee materials, and meals.
- Contributed towards operational oversight to Summer English camp for international students (SEI) – including budget planning and monitoring student applications.
- Connected with prospective international students and their families, providing information and counseling in the admissions process.

**Program Director**

June 2019 – August 2019

*Pilgrim Pines Covenant Conference Center, Swanzey, NH*

- Established efficient methods of delegating and completing work tasks in team-oriented atmosphere.
- Designed daily programs for high school campers – including crafts, skits, and Bible lessons.
- Organized nightly intergenerational programs – including crafts, skits, athletic competitions, and concerts.

**RESEARCH AND PUBLICATIONS**

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“Feminist Theology in the Pulpit: Anne Carr”, Women and Leadership Archives, Loyola University Chicago, February 2022  
<http://libblogs.luc.edu/wla/2022/02/15/feminist-theology-in-the-pulpit-anne-carr/>

“The Uvalde Student Walkout and the Texas Rangers”, Refusing to Forget, September 2022  
<https://refusingtoforget.org/2022/09/07/the-ualde-student-walkout-and-the-texas-rangers%E2%82%AC%81/>

**ADDITIONAL SKILLS**

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- Equipped in Microsoft Office, Quickbase, Formsite, Mailchimp, WordPress, and CollectiveAccess.