

**Nicole Downing**  
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## **EDUCATION**

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**University of North Carolina School of Information and Library Science, Chapel Hill, NC**  
MSLS, May 2014

**University of North Carolina School of Law, Chapel Hill, NC**  
JD, May 2012

**Emerson College, Boston, MA**  
BS in Communication Studies, May 2009  
Concentrations: Marketing Communications and Writing, Literature, & Publishing

## **LIBRARY EXPERIENCE**

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### **Kathrine R. Everett Law Library, Chapel Hill, NC**

*Head of Reference Services*

July 2018 – Present

*Interim Head of Access Services*

June 2020 – Present

- Manage the law library's reference department, including reference services, reference personnel, and reference desk operations and policies
- Manage the law library's access services department, including borrowing and lending services, access services personnel, and circulation desk operations and policies
- Serve on the law library management team by contributing ideas and feedback on library operations and services
- Prepare annual statistics reports of reference department services for accreditation and reporting purposes
- Oversee the faculty research service and coordinate the faculty liaison program to provide service to approximately 60 law faculty members
- Coordinate requests for research appointments and legal research class instruction from student and faculty members of the UNC-CH campus community
- Serve as law library liaison to the N.C. Banking Institute Journal and the LibGuides platform, including maintaining 30 legal research guides and managing the creation of new guides
- Serve as the vendor liaison to Westlaw Edge, Lexis+, and Bloomberg Law
- Facilitate and edit Carolina Blawg posts to spread awareness of library news to the UNC Law community and professional librarianship communities
- Planned, coordinated, and advertised an annual Halloween-themed research scavenger hunt for law students to increase student involvement with library resources

### **Kathrine R. Everett Law Library, Chapel Hill, NC**

*Reference Librarian*

July 2016 – June 2018

- Planned, coordinated, and advertised the Prep for Practice workshop series
- Provided reference services to students, faculty, attorneys, and public patrons

- Served as the library liaison to designated law faculty, the North Carolina Journal of Law & Technology, and major legal research vendors Westlaw Next, Lexis Advance, and Bloomberg Law
- Served as the law library's LibGuides liaison while maintaining assigned guides and creating new research guides for the UNC Pro Bono Program and Moot Court
- Provided introductory research training in classes across the UNC-CH campus
- Conducted collection review of the library's periodical collection
- Regular contributor to the Carolina Blawg

**University of Miami School of Law Library, Coral Gables, FL**

*Reference and Instructional Services Librarian*

June 2014 – June 2016

- Planned, coordinated, and advertised the Library Workshop Series each semester including conducting student needs assessments and monitoring workshop attendance statistics; implemented new Practice Skills Certification
- Provided reference services to students, faculty, attorneys, and public patrons
- Created instructional screencasting presentations and assessments on research topics
- Conducted one-on-one reference meetings with students on database training, research guidance, and clinic projects
- Conducted faculty research projects on United States and international law topics
- Completed library outreach by updating research guides, creating promotional materials for library, and utilizing social media to promote library events

**Kathrine R. Everett Law Library, Chapel Hill, NC**

*Graduate Assistant*

July 2013 – May 2014

- Answered student, faculty, and pro se patron questions at the reference desk
- Conducted research for law faculty through the LibRA program
- Created and edited research and library guides
- Updated law faculty web profiles
- Digitally redacted NC Supreme Court briefs

**Kathrine R. Everett Law Library, Chapel Hill, NC**

*Library Research Assistant*

August 2012 – June 2013

- Completed legal and interdisciplinary research projects for UNC School of Law faculty using a wide variety of legal and non-legal databases

**UNC School of Law, Chapel Hill, NC**

February – May 2012; May – June 2013

*Research Assistant, Professor Anne Klinefelter at Kathrine R. Everett Law Library*

- Researched reader privacy concerns raised by the use of new technologies and current instances of library censorship through Internet filtering and removing books from shelves

**TEACHING EXPERIENCE**

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**University of North Carolina, Chapel Hill, NC**

*Clinical Assistant Professor of Law, UNC School of Law*  
Advanced Legal Research

July 2017 – Present  
Fall 2017, Fall 2018, Spring 2019,  
Spring 2020, Summer 2020, &  
Spring 2021 (Scheduled)

*Guest Lecturer on Legal Research*

Advanced Legal Research, UNC School of Law	Spring 2017
Advanced Legal Research: IP & Technology, UNC School of Law	Spring 2017
International Human Rights, UNC School of Law	Fall 2018
Legal Issues in Collegiate Sports, UNC College of Arts and Sciences	Fall 2019 & Fall 2020
Legal Response to the Financial Crisis, UNC School of Law	Spring 2020
Media Law, UNC School of Media and Journalism	Fall 2016, Fall 2019, & Fall 2020
Privacy Law, UNC School of Law	Fall 2016, Spring 2018, & Spring 2019
School Law & Public Policy, UNC School of Education	Fall 2016
Race and the Law, UNC School of Law	Spring 2020

*Prep for Practice Series, Kathrine R. Everett Law Library*

Advanced Online Searching	Fall 2016
Artificial Intelligence & the Law	Spring 2018
Depositions Research	Spring 2014
eFiling & Dockets	Spring 2018
Is it Good Law? Using Citators	Spring 2017
Search Algorithms	Fall 2017

**University of Miami School of Law, Coral Gables, FL**

*Library Workshop Series*

Advanced Online Searching	Fall 2014 & Fall 2015
Advanced Word Skills for Academic Writing	Spring 2016
Introduction to a Legal Tech Audit	Spring 2015 & Spring 2016
Introduction to Metadata for Lawyers	Fall 2015
Legal Research Apps	Spring 2015

*Summer 2015 Externship Course*

Criminal Law Research Module	Summer 2015
Working with Documents Research Module	Summer 2015

**Durham Public Library, Durham, NC**

*Volunteer Instructor, Community Workshop Series*

September 2013 – May 2014

Led free workshops for the general public on basic computer and Internet skills

**PUBLICATIONS**

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*The Five-Minute Exercise: A Method of Using Modified Lectures in the Legal Research Classroom*, 38 LEGAL REFERENCE SERVICES QUARTERLY 1 (2019), available at <http://dx.doi.org/10.1080/0270319X.2019.1614365>.

*Book Review, Stories from Trailblazing Women Lawyers by Jill Norgren*, 111 LAW LIBRARY JOURNAL 451 (2019).

*Designing and Implementing Research Competency Assessment* with Anu Pal and Theresa Tarves, AALL SPECTRUM 15 (March/April 2019).

*Program Review, Reference Analytics for Data-Driven Decision Making*, 38(1) ALL-SIS NEWSLETTER 28 (2018).

Contributing Blogger, RIPS Law Librarian Blog, Research, Instruction, and Patron Services Special Interest Section of the American Association of Law Libraries (Fall 2017 – Spring 2018).

*Book Review, The Copyright Book: A Practical Guide, Sixth Edition by William S. Strong*, 107 LAW LIBRARY JOURNAL 460 (2015).

*Program Review, International Attorneys and LLM Students: Filling Research Gaps*, 35(1) ALL-SIS NEWSLETTER 10 (2015).

*The UNC Law Library's Redaction of Its Digitized Collection of North Carolina Supreme Court Briefs: A Case Study*, AALL/LexisNexis Call for Papers Winner 2014, available at: <http://works.bepress.com/aallcallforpapers/84>.

*Using Fair Use to Stop a Copyright Troll from Threatening Hyperlinkers*, 12 N.C. J.L. & TECH. ON. 119 (2011).

## **PRESENTATIONS**

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*Brief Analyzers: Using Artificial Intelligence to Improve your Legal Research* with Melissa Hyland, Festival of Legal Learning, Chapel Hill, NC, February 2020.

*Assessing Legal Research Competency: Bridging the Gap Between Law School and Practice* with Jennifer Davitt, Taryn Rucinski, and Kelly McGlynn, American Association of Law Libraries Annual Meeting, Washington, D.C., July 2019.

*Encouraging the Librarian Author with Workshops*, Poster Presentation at American Association of Law Libraries Annual Meeting, Washington, D.C., July 2019.

*Encouraging the Librarian Author with Workshops* with Anne Klinefelter and Aaron Kirschenfeld, Southeastern Association of Law Libraries Annual Meeting, Hot Springs, VA, March 2019.

*Algorithms and the Impact on Legal Research* with Melissa Hyland, Festival of Legal Learning, Chapel Hill, NC, February 2019.

*Wikipedia in the Legal Research Classroom*, CALICon 2018, Washington, D.C., June 2018.

*Comparing Case Results Across Databases* with Melissa Hyland, Festival of Legal Learning, Chapel Hill, NC, February 2018.

*Docket Research: Online Access to Court Filings* with Allison Symulevich, Festival of Legal Learning, Chapel Hill, NC, February 2017.

*The Librarian as Author*, Panel at American Association of Law Libraries Annual Conference, San Antonio, TX, July 2014.

*SOPA: Is it Really Dead? And What Does it Mean to You?* with Lolly Gasaway and David Levine, sponsored by the Carolina Intellectual Property Law Organization, Chapel Hill, NC, Spring 2012.

## **OTHER EXPERIENCE**

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### **Duke University Press, Durham, NC**

*Copyright Assistant, World Readers Project*

January – May 2013

Researched foreign copyright law; negotiated copyright licensing; assessed public domain and fair use applicability for materials used in World Reader publications

### **North Carolina Journal of Law & Technology, Chapel Hill, NC**

June 2011 – May 2012

*Executive Editor*

Managed a staff of 30 students; selected and edited articles for publication; coordinated cite checks; led staff orientation; conducted one-on-one instruction sessions

### **UNC School of Law, Chapel Hill, NC**

May 2010 – May 2012

*Research Assistant, Office of Advancement*

Compiled and edited alumni news for *Carolina Law Magazine*; assisted with preparation for regional alumni events; led tours and answered alumni questions at Law Alumni Weekends

### **EnPro Industries, Charlotte, NC**

June – December 2011

*Law Clerk*

Drafted terms and conditions of sale and purchase, distribution agreements, and internal Internet policy; researched and created presentation for *Contract Basics* seminar

## **PROFESSIONAL MEMBERSHIPS, COMMITTEES & AWARDS**

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University of North Carolina School of Law

Admissions Committee

2018 – Present

Kathrine R. Everett Law Library

KRELL Scholarship Workshops Committee

2018 – Present

American Association of Law Libraries

2013 – Present

Member At Large, RIPS Executive Board

2020 – Present

Member, AALL/LexisNexis Call for Papers Committee

2020 – Present

Member, ALL-SIS Research and Scholarship Committee

2019 – Present

Member, RIPS-SIS Legal Research Competencies

2017 – 2019

Vice-Chair, ALL-SIS Student Services Committee

2018 – 2019

Member, ALL-SIS Student Services Committee

2015 – 2016, 2017 – 2018

Jurist, Law Library Journal Article of the Year Award Jury

2017 – 2018

Member, Southeastern Chapter

2016 – Present

AALL Leadership Academy Fellow

2020

Kathrine R. Everett Award of Merit

2018

AALL/LexisNexis Call for Papers Award: Student Division

2014

North Carolina State Bar (*inactive*)