

"I had the opportunity to help promote the TV/Radio station's cultural and educational programming activities to the Philadelphia region - a mission I believed in at the time, and still do today"

While attending graduate school at Drexel University in Philadelphia to pursue my master's degree in Information Science during the 1990's, I worked full-time at WHYY, one of Philadelphia's public broadcasting TV/Radio stations, as an administrative assistant in the Technology and Engineering Department. Prerequisites for the job included the possession of a bachelor's degree and the ability to type 40 words per minute! My tasks involved: submitting purchase orders for the various components needed

to keep the public TV and Radio station physically functioning smoothly, delivering program logs to Radio and TV Master Control, typing up correspondence, scheduling meetings and trips for the Vice President of Engineering, the Chief Engineer, and other department managers, and also providing occasional relief at the main phone switchboard for WHYY's receptionist. In addition to my daily work responsibilities,

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I had the opportunity to volunteer for the station and help promote its cultural and educational TV and Radio programs at various events in the Philadelphia area, including: Philadelphia's Book and the Cook Fair, the Philadelphia Home Show, and at the grand opening of the WHYY Store of Knowledge at the Willow Grove Park Mall in 1995. Working at WHYY provided me a chance to learn about the inside workings of a public TV/Radio station and non-profit institution and the opportunity to help promote the TV/Radio station's cultural



and educational programming activities to the Philadelphia region - a mission I believed in at the time, and still do today. In addition, the Vice President of Engineering and other engineering managers helped ease my stress in working with new Internet technologies at the time, such as e-mail and the World Wide Web. This proved to be helpful when I was asked to help the President of WHYY at the time send e-mail for the first time to his daughter, and also help run an Internet Open House at WHYY for the public. Overall, this job became more than just a job to help pay the graduate school tuition bills, and I learnt the value and benefits of serving and helping my workplace in other ways beyond my assigned routine work tasks. I also learnt valuable intrinsic skills about working with people and technology, which I tap into often while working in my current role as a librarian at Ursinus College.