

## **Aurélie LACOUCHIE**

International mobility  
Permanent resident in Canada  
French citizenship  
Driving licence

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# **IMAGE PROJECT MANAGER – PHOTO LIBRARIAN**

## **specialised in handling information flows & photography collections**

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### **SKILLS**

#### **Information management**

- manage and rationalize documents collections (photos, books)
- research pictures and information: find, select and organize information to meet any needs
- set up and carry out maintenance of data bases and thesaurus
- make relevant image selections to suit the needs of the enquirer
- plan photo assignments: dealing with photographer and agencies
- summary and literary review writing, information products for various audiences
- law and economics information watch

#### **Project management**

- coordinate and monitor multimedia projects ; feasibility studies, specifications, draft budgets
- set up photo exhibitions
- create and up-date communication tools (newsletters, yearbook, catalogs, websites...)
- create and up-date multimedia (photo, video) projects
- oversee portfolio reviews (eg. Visa pour l'Image – Perpignan)
- co-author of the book *Profession Iconographe* (Eyrolles, 2011)

#### **Law**

- write contracts and shooting authorizations
- thorough knowledge of copyrights and image rights

#### **Teaching**

- write procedures and instruction manuals for various kinds of users
- teach for various audiences (EMI-CFD, FNAU, Le Labo, etc.)
- image literacy workshops on image production and understanding

#### **Qualities**

- highly organized, autonomous, initiative, imagination, editorial expertise, team work
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## COMPUTER SKILLS (non-exhaustive list)

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<b>Office</b>	Automation software (PC & Mac) : word processing, spreadsheets ; metadata handling
<b>Databases</b>	Setting-up and update : JLB-NET, Cadic, Westhèque, FileMaker Pro, Biblionet
<b>Internet</b>	Website creation and updates : Word Press, Dreamweaver, HTML, XML, CMS social networks
<b>Websites</b>	<a href="http://iconovore.info">http://iconovore.info</a> ; <a href="https://lacouchie1peintre.wordpress.com/">https://lacouchie1peintre.wordpress.com/</a> ; <a href="http://www.ani-asso.fr">http://www.ani-asso.fr</a>
<b>Information research</b>	Légipresse, Questel-Orbit, Delphes, Kompass, UrbanData, Pixpalace, photo agencies and collectives
<b>Multimedia</b>	Photoshop, Adobe Première, XN-view, Gimp, i-movie, Prezi, Adobe Acrobat Distiller

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## LANGAGES SKILLS

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<b>French / English</b>	bilingual
<b>German</b>	proficient (University degree)
Spanish, Chinese	notions

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## WORK EXPERIENCE

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2011-today	<b>Multimedia library manager</b> – Lycée Français de Toronto (Canada)
2004-2011	<b>Photo library manager</b> – IAURIF, urban planning institute (Paris, France)
2003-2004	<b>Photo library manager</b> – Fondation d’Auteuil (Paris, France)
2003	<b>Photo collection digitization coordinator</b> – French Red Cross (Paris, France)
1998-2002	<b>Certified English teacher</b> – Éducation Nationale (France)

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## EDUCATION

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<b>E-learning (2014)</b>	<b>E-learning design</b> – University of Toronto (Canada)
<b>DESS INTD (2003)</b>	Masters in <b>information and library science</b> – CNAM (Paris, France) Thesis: <i>how to rationalize a photography collection at the digital age</i>
<b>CAPES (1998)</b>	English – Bordeaux III – French national <b>teaching</b> certification
<b>Maîtrise (1997)</b>	Masters in English language, literature & history – <b>Cambridge</b> (United Kingdom) Thesis: <i>how Cadbury’s advertising images have been a mirror of British society</i>

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## INTERESTS

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**Associations:** vice-president of Le Labo (lelabo.ca), ANI board member (ani-asso.fr), member of ADBS-audiovisuel, FreeLens, Gens d’Images, Gallery 44 ...)

**First-aid** and fire warden training

**Leisure:** photography, graphic arts, live model drawing, exhibitions and festivals, travelling, hiking