

# INDIA MALLARD

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## EDUCATION

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**Bowie State University** Bowie, MD  
B.S., Visual Communication and Digital Media Arts June 2019 – May 2023  
Conc. Digital Cinema and Time-Based Media  
Minor: Hip-Hop Studies and Visual Culture

- Cumulative GPA: 3.9/4.0
- Honors: *summa cum laude, Dean's List Scholar*
- Senior Thesis Film: *Neon Lineage*
- Recipient of the 2022-2023 Mackenzie Scott Student Success Scholarship

**University of Maryland, College Park** College Park, MD  
Master of Library and Information Science (MLIS) April 2024 – Present  
Focus Area: Archives and Digital Curation

## PROFESSIONAL EXPERIENCE

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**Hip-Hop Education Center** Hybrid (Virtual & On-site)  
*Project Archivist, **Fresh, Bold & So Def Project*** August 2024 – Present

- Oversees the comprehensive inventory of the existing FBSD collection, ensuring that items are systematically organized and accurately cataloged in a spreadsheet format.
- Facilitates the transfer of the FBSD collection and related data into the HHEC digital asset management system.
- Conducts thorough research to document provenance and copyright information pertinent to collection items.
- Develops and curates exhibitions that showcase the collection effectively.
- Creates a metadata schema and develops a detailed finding aid to enhance accessibility.
- Collaborates with and provides support to the research committee in a member capacity.

**U.S. Naval Institute** Hybrid (Virtual & On-site)  
*Part-Time Photo Digitization Intern* February 2024 – Present

- Processing photographs, thus capturing and generating descriptive metadata.
- Digitizing, preparing, and cleaning photographs/artwork for processing.
- Creating engaging social media posts on behalf of the archival department.
- Designing and curating monthly digital archival photo exhibitions.

**Melanin Art Appraisals LLC** Hybrid (Virtual & On-site)  
*Part-Time Appraisal & Administrative Assistant* June 2023 – November 2023

- Conducted on-site inspections.
- Prepared appraisal documents according to a mandated format.
- Use art marketplace and gallery data to document comparable values.
- Organize and edit object photos for appraisal documents or research purposes.

- Researched object information, including missing details on the artist/manufacturer, origin, medium, provenance, history, and other necessary data.

**Children’s Defense Fund (CDF)**

Clinton, TN/Remote

*Alex Haley Farm Art Collections Intern*

June 2023 – August 2023

- Conducted field research on museum culture.
- Assisted art appraiser with on-site inspection, and took photographs and measurements.
- Made exhibition recommendations on art pieces, emphasizing culturally respectful context, and leveraging technology to engage visitors.
- Added detail, background, and provenance about each piece into a single database that will serve as an inventory for the entire art collection.
- Created database manual and preservation/care manual outlining management, cleanliness, and art restoration.

**A+E Networks**

Remote

*Digital Media Production Apprentice*

September 2022 – May 2023

- Authored quizzes and listicles for Lifetime content.
- Managing multiple podcast pages across a network.
- Conducted competitive research for A+E podcasts.
- Assisted in quarterly and monthly digital image audits.
- Oversaw production on A+E sites and apps (History, A&E, and Lifetime).
- Curate movie and television series playlists based on viewer data analyses.
- Develop strategies across digital channels to increase audience and listening engagement.
- Worked with producers to fulfill daily updates on brand sites of apps and web pages through WordPress.

**Soulful Haze, LLC**

Glen Burnie, MD

*Founder, Historian, & Designer*

September 2021 – Present

- Organizes and manages Black music artifacts archive.
- Manages social media pages and promotional material.
- Designs websites/graphics and creates content for small businesses.
- Authors scholarly blogs about research findings relating to Black culture.

**VOLUNTEER EXPERIENCE**

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**Maryland State Archives**

Annapolis, MD

*Volunteer Audiovisual Archivist*

January 2023 - Present

- Assisting in digitizing legacy formats (VHS, audio cassettes, DAT tapes) for long-term preservation and improved access to government records and special collections.
- Spearheaded the preparation for acquiring a new Content Management System (CMS) to enhance accessibility to digitized records, streamlining the process for users.
- Assisting in transcription services, ensuring accuracy through manual corrections, and optimizing resource allocation.

**PUBLICATIONS & MEDIA APPEARANCES**

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“[7 Facts About Mary J. Blige](#),” Lifetime, June 2023

[“8 Little-Known Facts About TLC,”](#) Lifetime, June 2023

[“There’s A Mental Health Crisis Among Black Students,”](#) HuffPost, November 2023.

## EXHIBITIONS HISTORY

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2024 – “Eye 4 Art: Homage Exhibit 2024”

2024 – “Mail Call! Correspondence from the Ernest J. Arroyo Special Collection”

2024 – “Wartime Uniforms: The Evolution of Maritime Military Uniforms and Their Influence on Contemporary Fashion”

2024 – “Seas of Knowledge: Saluting Maritime Military Educators and Students”

2024 – “Anchored in History: Celebrating Women of the Navy” U.S. Naval Institute Archives.

2019 – “Bulldog Scholars Academy VCDMA Art Showcase” Bowie, MD. USA.

2023 – BSU Gallery of Art “DIONNE: An Exhibition inspired by music and in tribute to the life, music, and career of Dionne Warwick” Bowie, MD. USA.

2023 – BSU Gallery of Art “INNER-PIECE: Building A Collection of Our Experiences” Bowie, MD. USA.

## PRESENTATIONS

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Apollonia 6 Roundtable, Moderator April 2024  
Erotic City 40 Symposium (NYU Affiliated)

“Purple Groove” June 2024  
International Centre 4 Prince Studies – “Prince on Screen” 2024 Conference  
Topic: Prince's ‘Purple Rain’ as a Visual Blueprint for Hip-Hop’s ‘Krush Groove’

“Embracing 30 Years of Prince's *Come*” August 2024  
Come 30 Symposium (NYU Affiliated)  
Topic: Exploring Prince’s Connection and Contributions to Hip-Hop Culture

Eye 4 Eye Virtual Symposium August 2024  
Co-Director, Coordinator, and Web Designer  
Topic: Celebrating the Life and Legacy of Lisa “Left Eye

“Exploring the Essence of ‘Breathe’” August 2024  
Eye 4 Eye Symposium  
Topic: A Detailed Look into Lisa 'Left Eye' Lopes' Mindfulness Practices and Implication of Hip-Hop Therapy (HHT)

## CERTIFICATIONS

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SAA Digital Archives Specialist (DAS) Certificate	In Progress
SAA Arrangement & Description (A&D) Certificate	In Progress
Museum Scholarship and Material Culture (UMD)	In Progress

## PROFESSIONAL AFFILIATIONS

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HBCU In LA	2023 – 2024
Women In Film	2022 – Present
Playwrights' Center	2021 – 2022
Association of Moving Image Archivists <i>Student Member</i>	2022 – Present
<i>Committees: LGBTQ+, Copyright, Oral History, PBCore Advisory</i>	
The National Honor Society of Leadership and Success (NSLS)	2019 – Present

## SKILLS & INTEREST

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**Technical Skills:** Microsoft Office Suite (Teams, Excel, Word, OneDrive), Google Workspace, Adobe Creative Cloud (Photoshop, Lightroom, Illustrator, InDesign, Premiere Pro), Airtable, WordPress, Final Cut Pro, AWS Cloud Storage, Slack, Squarespace, SocialBu

**Soft Skills:** Attention to Detail, Critical Thinking, Problem-Solving, Time Management, Cultural Sensitivity, Digital Literacy, and Research

**Digital Tools:** CatalogIt, PBCore, Dublin Core, MediaValet

**Interests:** Archiving and preserving hip-hop artifacts, music, and cultural materials; Collaborating with hip-hop artists, communities, and institutions to enhance cultural preservation efforts; Authoring research-based books; Community-focused archiving and preserving local histories; Facilitating outreach initiatives to engage community members in archival processes; Incorporating innovative technologies to streamline archival processes in documentary filmmaking.

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