

## WORK EXPERIENCE

### Ideometry, Boston, MA – Graphic Design Intern

MAY 2018 - JUNE 2018

- Worked independently and as part of a larger marketing team working on multiple projects of varying scales and time-frames to create a range of graphics from print and web advertisements, UI mockups for website design, to simple motion graphics, forming hundreds of pieces of work over a short period of time.
- Worked directly under the Creative Director to brainstorm simple visual solutions to complex problems.
- Researched information to guide creative strategy on multiple projects.
- Independently managed and logged time spent on a variety of projects for management's review

### Lyndon State College: Office of Communication And Marketing – Design Intern

JANUARY 2018 - MAY 2018

- Independently applied the evolving branding manual to transform existing brand materials and create new materials for use with the new Northern Vermont University brand identity.
- Identified areas previously overlooked in the rebranding process.
- Managed multiple work orders with varying time-lines and degree of complexity to create materials both for internal consumption and external marketing use.

### Lyndon State College: Department of Student Life – Student Orientation Coordinator

JANUARY 2017 - JANUARY 2018

- Actively participated in the recruitment and training of 16 student leaders in preparation for summer orientation programs. Collaborated with the Director of Student Life in the development and implementation of training programs for student leaders. Acted as a support to them throughout the year.
- Continuously evaluated peer leader, student, and family needs to move quickly to prevent issues from developing.
- Created and led a new social media initiative to introduce new students to on-campus and off-campus life, gathering hundreds of followers in the span of a few weeks.
- Frequently interacted both in-person and on the phone with incoming students and their families to answer questions and resolve issues.
- Participated in the planning and execution of large-scale orientation programs handling hundreds of new college students.
- Maintained multiple spreadsheets tracking all information regarding all incoming students.

### Lyndon State College: Office of Information Technology – Helpdesk Clerk

SEPTEMBER 2015 - MAY 2018

- Interacted directly with staff and students to resolve technical issues in a helpdesk environment.
- Worked on-site and on the phone to troubleshoot a range of IT issues, including hardware, software, and networking.
- Worked hands-on to install new hardware and configure computer labs for student use.

### Lyndon State College: First Year Experience – Mentoring Peer Leader

JANUARY 2015 - MAY 2017

- Lead large groups of students through summer and spring orientation programs.
- Acted as a direct mentor for first-year students over the course of the year.
- Spotted potential problems and reported concerns to the Student Life office.

## EDUCATION

### Lyndon State College, Lyndonville VT - Class of August 2018

B.F.A. - GRAPHIC DESIGN

A.S. - PHOTOGRAPHY

## SKILLS

### Software:

- Adobe Creative Suite
- Affinity Designer
- Figma
- Microsoft Word
- Microsoft Excel
- Google Suite
- Multiple Operating Systems

### Misc. Skills:

- Basic HTML and CSS knowledge
- Use of Wordpress and other similar CMS
- Basic networking skills.

## AWARDS

### School Honors:

- Aurthur B. Elliot Honor Society - Spring 2018
- Linda Morgan Award - Spring 2016
- Dean's List - Fall 2015 & Spring 2018
- Various Artistic Awards and Recognition

### Other Awards:

- Eagle Scout - Boy Scouts of America - 2014
- National Technical Honor Society - Spring 2013