

Art Direction + Design + Production New York + San Francisco + Denver + Minneapolis June 2002 – present

Clients include: Mono, Catalyst Studios, Quark Inc., Scholastic Inc., Carmichael Lynch Thorburn, Target, BI Worldwide, Sequel Studios, Ryan Partnership, MindWare, Creative Publishing International, Beganik Design, Disney, Orange Avenue, Oxford University Press, Brogan & Tennyson, Boulder Community Hospital, Workman Publishing, New York Times, Inkwell Publishing Solutions, 2die4 Productions, D3 Nites, Max Productions, D'Anna Design, EK Inc., Cafe Twenty Eight, Eventi Design, Doug Elkins Dance Company, and Zia Artists.

Scholastic, INC. Corporate Graphics New York, New York April 1998 – June 2002

Art Director

responsible for art direction and design for various projects, including retail store graphics, intranet, annual reports, employee service's materials, and corporate section of the internet

responsible for interaction with corporate executives from various divisions as clients

responsible for estimates, budgets, and managing various projects while overseeing their design and production

responsible for relationships with outside vendors including service bureaus, printers, illustrators, and freelance designers

Senior Designer

responsible for design of corporate materials including letterheads, awards, brochures, press kits, holiday cards, and catalogs

responsible for working with various divisions as clients

Senior Design Consultant

responsible for design and production on various projects for the art director and vice president of corporate graphics while working offsite

Bill Smith Design Studio New York, New York August 1996 – April 1998

Director of Production

clients included: Oxford University Press, Scholastic, Harcourt, Silver Burdett Ginn, MacMillan, Great Source, and SRA

responsible for research and development including: production procedures, technology purchasing, and training

worked closely with project managers to launch projects including: file management, naming conventions, workflow procedures, schedules, staffing, budgets/estimates, and quality control procedures

worked with outside vendors to establish relations and terms of service: composition houses, service bureaus, electronic illustrators, and separators

supervised systems manager and production of all projects

worked with designers, clients, and editors to create prototypes and templates

Scholastic, INC. Education Group New York, New York March 1995 – August 1996

Desktop Publishing Coordinator

worked closely with production managers and systems manager to organize and manage projects including: staffing, scheduling, and establishing procedures (prototype and template creation)

established and managed quality control for various projects including Literacy Place a 40,000 page program (Teacher's Edition)

Education

Art Director's Invitational Master Class Monterey, CA
Edgewise internet design seminar with Lynda Weinman
School of Visual Arts NY, NY
Intermediate Graphic Design and Macromedia Director
MacWorld several seminars
University of Minnesota
Graduated June, 1992 cum laude honors B.A. in international relations (political/economy)
National Conference for Undergraduate Research – Presenter (March 1992)
Presented thesis, "State Legitimacy, Theater, and Dance Under Stalin and Gorbachev"

Software

QuarkXPress
Illustrator
Photoshop
InDesign
Dreamweaver
Fireworks
Microsoft Office Suite
Mediabank
QuarkDMS
Filemaker Pro

Volunteer

AIGA – Design Show and Portfolio One on One
MN Advocates for Human Rights – Designer
To Love Children and Embrace Arts Enterprises – Designer
Pink Ribbons at Dance Theater Workshop – Art Show, photography piece, volunteer set up show
Scholastic Art and Writing Awards – Judge
AIDS Walk
NY Cares Day
Inner City Outings – Leader
Colorado Whitewater Association – Leader
Reading is Recreation – Leader