

school

ARIZONA STATE UNIVERSITY: M.S.D. Candidate, Industrial Design: Expected 5.08

UNIVERSITY OF KANSAS: B.S., Journalism, Magazine emphasis: 5.02

graduate experience

INNOVATIONSPACE: Teaching Assistant

Arizona State University, Tempe, AZ: 8.06-Present

Help **MANAGE** 9 multidisciplinary student product development teams. **FACILITATE** brainstorming.

EVALUATE deliverables. **EASE** conflict among team members. **ENCOURAGE** collaborative problem solving.

ARIZONA GOVERNMENT AGENCY BRAND PROJECT: Research Manager

Arizona State University, Tempe, AZ: 8.07-4.08

Develop **RESEARCH STRATEGY** to collect descriptive and prescriptive data regarding brand and physical lobby environment of the Department of Economic Security. Conduct **INTERVIEWS**, interactive **USER**

EXERCISES, administer **SURVEYS**, help **FACILITATE** corporate and team-level **BRAINSTORMING** sessions.

DESIGN HISTORY COURSE: Teaching Assistant

Arizona State University, Tempe, AZ: 8.06-12.06

GRADE all papers and assignments. **MANAGE** Blackboard site content. **FIELD** student inquiry. **CRAFT**

assignments based on relevance. **CREATE** rubric to ensure fair evaluation between Teaching Assistants.

COLLEGE OF DESIGN, UNINTENDED CONSEQUENCES EXHIBIT: Video Editor

Arizona State University, Tempe, AZ: 12.06

INTERVIEW exhibitors for video content. **EDIT** video clips into concise, relevant clips. **CREATE** final

video loop for display during exhibit at the Gallery of Design.

COLLEGE OF DESIGN, MASTERPLAN BOOK & PRESENTATION: Graphic Designer

Arizona State University, Tempe, AZ: 7.06-9.06

COLLECT content for publication. **STRUCTURE** content for readability and effective communication of message. **DESIGN** layout for pages to ensure consistency.

professional experience

DELOITTE & TOUCHE: Project Coordinator, Freelance

Chicago, IL: 12.05-6.06

COORDINATE and **MANAGE** workflow of 6 designers in Creative Services department. **JUGGLE** additional design staff across U.S. and India per workflow demands. **DELEGATE** assignments based on designers' skills.

NEGOTIATE deadlines with clients and staff. **BUILD** and **MAINTAIN** relationships with clients and vendors.

AMERICAN COLOR: Advertising Coordinator, Freelance

Chicago, IL: 8.05-12.05

LIAISON between client and production. **PROOF** all ads throughout production process. **VERSION** ads

per product and distribution area. **COLLABORATE** with printer, designers on deadlines and project accuracy.

STRAYER UNIVERSITY: Production Assistant

Arlington, VA: 4.04-4.05

MANAGE online marketing fulfillment system. **MAINTAIN** marketing publication inventory for 34 campuses across 9 states. **LEAD** design and updates for brochures, fliers. **PROOF** all material for design, grammar, state-specific accuracy. **NEGOTIATE** print bids with vendors, providing specifications, distribution instructions.

OVERSEE production budget expenses, allocated invoices, processed payables. **COMMUNICATE** all marketing materials to appropriate personnel to assure marketing efforts were realized at all levels. **TRAFFIC** radio and TV instructions in absence of Traffic Coordinator. **COLLABORATE** with Creative Manager, staff to achieve deadlines on time and accurately. **RESEARCH** and **SELECT** promotional giveaways to strengthen the Strayer brand. **COORDINATE** outsourcing of warehouse facility.

CARNEMARK SYSTEMS + DESIGN INC.: Office/Creative Guru

Bethesda, MD: 8.03-4.04

FORM new organizational strategies for interoffice efficacy. **ORCHESTRATE** Human Resource support.

MANAGE Accounts Payable and payroll. **CREATE** in-house design solutions. **DESIGN** website layout, ID system.



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workshops & conferences

DESIGN MANAGEMENT INSTITUTE EDUCATION CONFERENCE: Presenter
Paris, France: April 2008

IDSIA/ICSID INTERNATIONAL CONFERENCE: Attendee
San Francisco, CA: October 2007

DESIGN RESEARCH CONFERENCE: Attendee
Chicago, IL: September 2007, ILLINOIS INSTITUTE OF TECHNOLOGY

CPSI CONFERENCE: Participant
Callaway Gardens, GA: June 2007, CREATIVE PROBLEM SOLVING INSTITUTE

CREATIVITY WORKSHOP: Participant
Tempe, AZ: March 2007, THE INTERNATIONAL CENTER FOR STUDIES IN CREATIVITY

honors, grants & extras

COLLEGE OF DESIGN FELLOWSHIP, Fellow: Fall 2006, Spring 2007, Fall 2007, Spring 2008

HELIOS SCHOLARSHIP, Recipient: Fall 2007

EARL & ELLEN DAVIS SCHOLARSHIP, Recipient: Fall 2007

GPSA PROFESSIONAL DEVELOPMENT GRANT (\$500) Recipient: Fall 2007

GPSA RESEARCH GRANT (\$1,800) Recipient: Fall 2007

MSD CONFERENCE AND TRAVEL GRANT (\$2,000) Recipient: Spring 2007

GREATER DC CARES, Volunteer: 2003-2005, DC

ALTERNATIVE SPRING BREAK, Site Leader: 2001, Alamosa, CO
VOLUNTEERED at La Puente homeless shelter. LEARNED about rural homelessness.

ALTERNATIVE SPRING BREAK, Participant: 2000, Chicago, IL
VOLUNTEERED in Chicago's urban homeless community.

WILLIAM VANCE SCHOLARSHIP, Recipient: 2001

internships

JAYHAWK JOURNALIST: Design Assistant
University of Kansas Journalism alumni magazine: 8.02-12.02
REDESIGN 2002 edition of annual student-produced magazine.

501CREATIVE, INC.: Intern
St. Louis, MO: 1.01
REVAMP design for brochure, invitations. BRAINSTORM concepts for new projects.
EXPLORE mock ad designs for clients.

computers

MAC and PC savvy
MICROSOFT: Office Suite
CREATIVE: CS3, QuarkXPress