

SUBSTITUTE TEACHER

Summary

Enthusiastic artists who loves both traditional art and digital art! Before moving to Richmond I spent two years working as a digital media specialist, creating brochures, video and physical collages. Currently I'm working as a substitute for Chesterfield County Schools, my favorite subject of course being art.

Highlights

- Traditional fine art skills
- Creative and artistic
- Flexible creative approach
- Strong design sense
- Superb attention to detail
- Time management
- Traditional and digital photography
- Photo enhancing

Relevant Professional Experience

Substitute Teacher Oct 2015 to Current

Company Name 1/4 City, State

- Work in schools across Chesterfield County in a variety of subjects and grades. My favorite subjects to teach are Art, Library and History.
- Following the teachers lesson plans I lead the students through activities, providing guidance and additional explanations where needed.
- Comfortable with unexpected school situations. I'm quick on my feet and calm which I believe is the key to keeping students calm.

Digital Media Specialist and Administrative Assistant Jul 2013 to Jun 2015

Company Name 1/4 City, State

- Met and worked with grieving families to create personalized memorial packages for their loved one.
- I used a variety of programs including Photoshop, Illustrator, InDesign, Publisher and funeral stationary software.
- Created large collage boards for every family who provided us with photos. It was not abnormal to create 15 or more boards a week.
- I provided support to community outreach programs; small college boards for hospice patients, billboards for charity events and designing pamphlets or other printed materials for special events including Cape Fear's Purple Heart dinner.
- Was in charge of teaching coworkers how to use new software as well as troubleshooting computer and printer problems for the office.

Summer Counselor Jun 2009 to Sep 2009

Company Name 1/4 City, State

- Helped to plan and execute activities.
- Dealt with minor cuts and scrapes as well as defusing tempers before fights could start and writing up incident reports after accidents or fights occurred.
- This job included conflict resolution, working with children whose parent(s) were in the military and a handful that have a parent overseas, as well as working with handicap/special needs children.

Additional Experience

Room Attendant Mar 2012 to Jul 2013

Company Name 1/4 City, State

Seasonal Shoe Associate Nov 2011 to Feb 2012

Company Name 1/4 City, State

Shoe Associate Oct 2009 to Nov 2011

Company Name 1/4 City, State

Education

Bachelor of Arts, Dual Major: Art and Visual Technology & Anthropology 2009 George Mason University 1/4 City, State

Started off as an Anthropology major with a minor in photography but soon found I loved my art classes just as much. At first glance they seem unrelated but both deal with people and expressing the human condition. While one does it through studying actions and artifacts to better understand different cultures and time periods, the other deals with feelings and views shown through art. They are different but together they are a good combination for a more rounded point of view. Course work included animation, digital as well as traditional black and white photography, web design, oil painting, sculpture, print media, art history, childhood psychology, ancient civilizations and modern culture.

Internship 2007 Gov Trends 1/4 City, State

- Maintained several politicians' personal websites, transferred data from previous websites to newly designed websites as well as updating live sites news feeds.
- Did analysis of key words used to increase traffic to websites using Google AdWords. Used pertinent data retrieved to verify if key words were contributing to increasing traffic to websites or not.
- Compiled results and presented solutions in reports for the clients.
- Created email lists of possible potential clients. I also did minor design projects such as letter heads and logos. Worked with clients' staff to ensure they were trained on how to maintain new sites after all the data had been transferred and organized.

Advanced Degree 2004 West Springfield High School 1/4 City, State

Internship 2004 Fairfax Archaeology 1/4 City, State

- Compiled information about artifacts from previous digs as well as properly labeling them and storing them in bags to prepare them for storage.
- In the field work included measuring and marking test pits, shifting through dirt, digging test pits and keeping field data

Skills

- Traditional Art Media: Black and White Photography, Oil Painting, Sculpture, Print Media
- Digital Art Programs: Photoshop, Illustrator, InDesign
- Digital Animation: Maya, Flash, After Effects