

## EDUCATION

**Rochester Institute of Technology**  
Bachelor of Fine Arts - Illustration

## LANGUAGES

Italian	C1: Proficient User
Spanish	B1: Independent User
American Sign Language	A2: Basic User

## WORK EXPERIENCE

### Senior Library Assistant

May 2022 – Present

- Create marketing materials (web and print) for ongoing library programs
- Develop educational presentations for adults and young adults
- Prepare and book content for local artist exhibits hosted by library
- Administer excellent public service to all patrons
- Maintain content in online catalog and confidentiality of records
- Utilize various electronic information systems and databases

### Trade Show Coordinator / Digital Print Production Manager

December 2019 – March

- Manage multiple overlapping internal and external deadlines
- Liaison between internal departments and outside event organizers
- Evaluate show costs and budgets; process invoices and make payments
- Develop detailed instruction manuals and templates
- Utilize, monitor, and troubleshoot a multi-function laser printer
- Maintain sales rep annual mailings

### Custom Picture Framer

July 2017 – August 2019

- Guide customers on best design options for their pieces
- Execute simple and complex framing projects from start to finish
- Prioritize projects provided by manager for best time management

## VOLUNTEER EXPERIENCE

### Franciscan Volunteer Minister

August 2016 – July 2017

- Librarian Assistant
- Community Builder
- Faith Formation Instructor
- English as a Second Language Teacher
- Red Cross Volunteer at Walter Reed Navy Hospital

## SKILLS

- Software Experience:
  - Adobe Suite, Microsoft Office, Fiery Workstation,
  - Online Exhibitor Portals, Virtual Meeting Applications, Canva
- Public relations
- Community/Event organizing
- Curriculum development
- Visual design and illustration

## INTERESTS

- Lindy Hop
- Linguistics
- Children's Book Illustration