

EXPERIENCE

Cognitive Arts, Evanston, IL — *Content Developer*

APRIL 2016 – SEPTEMBER 2016

- Interviewed and gathered content from subject matter experts employed by Fortune 500 companies; analyzed and researched source materials; drafted course content, e.g. analysis documents and scripts; constructed courses using proprietary content development tools
- Worked with Project Manager to plan media/graphics development, including creating scripts, attending photo/video shoots, choosing images, etc. for different projects
- Provided instructions to graphics and software engineering teams, reviewed their work and offered clear feedback

Self-Employed, Remote — *Communications Consultant*

JANUARY 2014 - PRESENT

- Developed and managed product purchasing website for Kosher Club
- Assisted various organizations/businesses in creating marketing and communications material, through social media marketing, copy writing/editing, design projects, website management and e-marketing
- Currently working for Kosher Club (2015–Current), previously worked for Jewish Education Team (2014–2016), Terra Sounds School of Arts and Music (2014)

General/Technological High School Raymond Loewy, La Souterraine, France — *Arts/*

Design English Teaching Assistant

SEPTEMBER 2016 - MAY 2017

- Worked with art and design students completing their technical school degree to improve their projects and presentations related to graphic design, product design, furniture design, applied arts
- Conducted classes, created lesson plans, led conversations in English related to American studies, focusing on American design, art and history

Venture Outdoors, Pittsburgh, PA — *Communications & Media Coordinator*

AUGUST 2015 - APRIL 2016

- Supervised, developed, and implemented marketing strategies through strategic plans, social media content, website management, e-newsletters, graphics and PR
- Managed, trained and evaluated a team of marketing interns
- Created and maintained a comprehensive marketing calendar, marketing request form and team of volunteer photographers

Chicago Tribune, Chicago, IL — *Designer & Copy Editor*

SEPTEMBER 2014 - AUGUST 2015

- Worked as a temp paginator and copy editor for the news and features for TribLocal and Pioneer Press, the Chicago Tribune's hyper-local weekly and daily newspapers
- Trained new paginators/copy editors
- Designed and edited for the online Tribune digital sports tabloid and Tribune digital plus edition tabloid
- Wrote a how-to guide on editing police blotters
- Main project: Solo project in which I compiled, transferred, and matched the configurations of Sun Times suburban comics into Tribune Publishing formats
 - Wrote and designed 50+ pages of reference guides for the Tribune's suburban comics/puzzles formats and created templates to expedite the process of putting together weekly suburban comics/puzzles
 - After approval from the Deputy Editor of Presentation/Editing and the Senior Editor/Designer, I presented my guidelines to the Tribune Content Agency and they accepted and purchased my revamped process

SKILLS

CURRENTLY LEARNING: HTML5, CSS3, JavaScript (Ruby Programming/Ruby on Rails, jQuery)

DESIGN PROGRAMS: Adobe Creative Suite (InDesign, Photoshop, Dreamweaver, Illustrator, Acrobat), Corel Painter X3, CCI (Layout Champ, NewsGate)

STYLE: MLA, AP, Chicago

WEB MANAGEMENT: Wordpress, Joomla, Wix

APPLICATIONS: Microsoft Office (Word, Powerpoint, & Excel)

E-MARKETING SYSTEMS: Constant Contact, Vertical Response, MailChimp

OTHER SYSTEMS KNOWLEDGE: Social media analytics, DITA

EDUCATION

The Odin Project

SEPTEMBER 2016 - PRESENT

- Covers the command line, HTML, CSS, Javascript, Ruby, web frameworks, Git and other foundational technologies and practices of web development
- Also: Programming (programming fundamentals, best practices), Ruby on Rails (building and deploying websites), HTML5, CSS3, Javascript and jQuery

University of Pittsburgh

SEPTEMBER 2011 - SEPTEMBER 2014

Bachelor of Arts (*cum laude*)

Major: English Writing

Minor: French and Literature

- Studied abroad in Paris, France at the *Cours de Civilisation Française de la Sorbonne*, a French language and culture program at **l'Université Paris-Sorbonne (Paris IV)**