

EXPERIENCE

Yale Center for British Art - Communications Assistant

New Haven, CT October 2019 - Present

- Participate in matters concerning the [YCBA's website](#) on Drupal: create, update, and manage content on dozens of pages, review and provide feedback on new design features and improvements, and attend website meetings.
- Migrated hundreds of pages from previous site.
- Edit video recordings of programs for [YouTube](#). Have edited more than 40 videos.
- Facilitate Zoom webinars for both the YCBA and the Yale University Art Gallery.
- Assist with any other communications duties: format image sheets in InDesign, edit and optimize images in Photoshop, proofread documents, and create spreadsheets in Excel and Google Sheets.
- Provide excellent customer service at the museum's front desk.

Yale University School of Architecture - Communications Intern

New Haven, CT June 2019 - August 2019

- Redesigned and updated the school's brochure, campus map, and lobby welcome screen in Illustrator.
- Participated in database conversion. Analyzed existing records, researched and compiled more than 1,000 constituent data points in Excel for transfer into Blackbaud database.
- Created photo set for press and [social media](#) reviewing more than 200 images to determine 20 best representations. Prepared images in Photoshop.
- Produced over 11 hours of video using Premiere.

UConn Student Television - UCSPAN Videographer

Storrs, CT September 2018 - May 2019

- Recorded more than 15 events for clients around campus - speeches, lectures, dance performances, fashion shows, and more.
- Assisted in setting up livestream equipment for events.
- Edited footage into final video, to be uploaded onto the station's [YouTube channel](#), and sent to clients on a DVD upon request.

Yale University Press - New Business and Product Development Intern

New Haven, CT June 2018 - August 2018

- Supported launch of new scholarly art and architectural history eBook platform [A&AePortal](#) to over 55 institutions.
- Developed market research report based on analysis of target market data in Excel.
- Conducted usability tests with student participants.
- Scheduled meetings in Outlook with co-workers and supervisors.
- Provided mockups of usability improvements.
- Performed extensive website quality assurance testing.
- Provided metadata and image processing support.

University of Connecticut iGem - Web Designer

Remote Location May 2018 - October 2018

- Collaborated on the [Wiki site](#) for University of Connecticut's iGem chapter.
- Wrote HTML and CSS for the site, and integrated Javascript.
- Utilized and refined site designs and color schemes from colleagues.

Yale University ITS - 60-Hour Intern

New Haven, CT July 2015 - August 2015

- Worked as a teacher's assistant for the Yale Pathways to Science summer program.
- Collaborated with several students to develop marketing material for a Wordpress site.

SKILLS

Web

HTML & CSS
Drupal 7 & 8
Mobile-first Design
Usability Testing
Wireframing & Flat Design

Zoom Webinars & Meetings

Adobe Creative Cloud

Premiere Pro
After Effects
Photoshop
Illustrator
InDesign
Audition

Microsoft Office

Word
Excel
PowerPoint
Outlook

G Suite

Operating Systems

Windows
MacOS

Filmmaking & Video Production

DSLR Cameras & Camcorders
Pre-production
Production
Post-production

EDUCATION

Bachelor of Arts - University of Connecticut

Graduated May 2019 | Storrs, CT

- Digital Media & Design Student
- GPA 3.82/4.00

RECOGNITIONS & AWARDS

- New Haven Promise Scholar
2015 - Present
- School of Fine Arts Dean's List
2016 - 2019
- University of Connecticut Fine Arts Talent Scholarship
2017 & 2018
- McMahon Dining Hall Employee of the Pay Period
2016
- High School Salutatorian
2015

ACTIVITIES

- Productions Assistant and Assistant Camera Operator at UConn Film Club
2017 - 2019
- Member of Alpha Lambda Delta Honor Society
2016 - 2019
- Member of UConn Student Television Entertainment
2016 - 2017