

## **Objective**

Always interested in positions that challenge, offer inspiration and allow for growth while encouraging and supporting a creative and healthy lifestyle.

## **Education**

2004 MFA - University of California, San Diego

2001 BA with Honors - University of California, Berkeley

## **Professional Work**

### **Photo Editor/Producer/Researcher, *Genre*, New York, NY July 08-current**

Work remotely as Producer/Editor/Researcher for monthly publication. Work with small creative team in producing and researching FOB and feature stories. Server maintenance and transfer of images to publisher.

### **Photographer / Print & Product Design, *Kettle Care*, Whitefish, MT September-March 2008**

Worked with owner to re-design many aspects of holistic body care company. Photographed product line (300+ items) and designed 40 page catalog for National Distribution. Banner, print and label design for shelf and trade show placement of product. Managed shipping department.

### **Photo Editor/Producer, *Real Simple* New York, NY January-June 2007**

Producer and Editor for monthly publication. Work with creative team in producing various sections of magazine. Assign original life-style and still-life photography, produce photographic shoots which includes location and model scouting.

### **Photo Editor/Producer, *Town & Country* New York, NY August-November 2006**

Producer and Editor for special editions: *Town & Country Travel*, *Town & Country Weddings*. International production; Assign and coordinate original photography for Travel and Fashion features. Also for Still-life and Product studio photography. Amass all FOB art. Contracts, invoicing and budgets.

### **Photo Editor/Producer, *AMI Media*, New York, NY September 2005-August 2006**

Producer and Editor for two bi-monthly magazines: *Hers Muscle and Fitness* and *Sly*. Conceptualize and assign original photography and stylists throughout the US for fashion, stills, demonstrative and product photography. Direct castings, find talent (world-wide) and locations to include in photo shoots while working with Art Director. Responsible for all contracts, invoicing and budgets. Stock research and purchasing.

### **Photo Editor/Producer, *Home*, New York, NY January 2005-September 2006**

Solely responsible for all imaging within monthly magazine. Conceptualize and assign original photography and stylist throughout the US; coordinate, negotiate, and creatively direct photo shoots while working with Art Director. Location and studio scouting. Evaluate portfolios and bring in new talent while working within set budgets and deadlines. Approve and process invoices, stock research, log and prep all images (digital and film) for sending to printer. Color correction on final proofs.

### **Assistant Photo Editor, *Organic Style*, New York, NY October 2004-January 2005**

Help to coordinate, negotiate, and direct photo shoots (90% still life). Research and acquire stock images. Organization of incoming and outgoing print orders. Final preparations of photographs (digital) for delivery to design department to meet deadlines involved within a monthly lifestyle magazine.

### **Private Studio Assistant, June 2004-October 2004**

Responsible for daily maintenance of residence and studio, shipment of artwork, gallery and personal correspondence, print work, travel arrangements and web site creation/maintenance.

### **University of California at San Diego, La Jolla, CA August 2002-June 2004**

#### **Instructor of Record**

Instruct three + sections per week to UCSD undergraduate students.

#### **VA140 Digital Imaging (Winter 2003/4, & Fall 2003)**

Responsible for the instruction of digital imaging techniques (image, manipulation, computer programs (Photoshop, Illustrator), leading to image and project completion.

### **VA70 Video Production (Fall 2000/Spring 2003/4)**

Responsible for section discussions and instruction of video making techniques (camera, lighting, editing (linear), leading to successful video production.

### **Graduate Publicity (2003)**

Publicity of upcoming exhibitions for the UCSD Graduate Department.

### **Channel 4, London, UK June-Sept 1998/June-Aug 1999/June 2001- Jan 2002**

**June-January 2002/3** - Listings (EPG's) & Picture Publicity: Responsible for inputting and editing upcoming program listings and billings for distribution to daily programming channels. Digital transfer of requested publicity photographs to journalists/publications.

**1998/99** - Freelance contract to run Press Office Front Desk. Duties included organizing weekly preview press packs for journalists/reviewers, coordinating tape/press mail outs to various publications, dubbing tapes for distribution, liaison with press teams for series scheduling. Maintaining the department's program allocation list for upcoming/finished transmissions. Very high paced and demanding position.

### **UC Berkeley, Art Practice Department, Berkeley CA Jan 1999-May 2001**

Responsible for Department's publicity of upcoming exhibits, lectures and seminars; authoring/organizing press releases, web announcements and poster design.

### **PolyGram International, London, UK June 1997-Dec 1997/April 1998-June 1998**

Served as Personal Assistant to President of Jazz & Classics (1998) and Vice President of New Technologies (1997). Phone reception, scheduling of International meetings, copy/audio typing (60+wpm), executive travel arrangements and general secretarial duties.

### **Tower Records, Hollywood, Hong Kong, Ann Arbor May 1992-Dec 1995**

Assistant Manager/Buyer/Supervisor. Started as clerk and learned company's procedures, which involved customer service, purchasing, shipping/receiving, accounting, and merchandising. As Supervisor, responsible for scheduling, nightly closeouts, deposits, etc. Was one of three company employees asked to assist in the opening of an overseas store (Hong Kong). Agreed, and proceeded in coordinating initial store set up as well as working as Buyer and Supervisor in the Asia region.

### **Skills**

- Mac/PC, PhotoShop, Illustrator, In-Design, Web Design (html, css, php & shopping cart programs), Premiere, Final Cut Pro, AfterEffects, Word (60 wpm), Quark, Excel, PowerPoint
- Black & White/Color Photography
- Digital Video Production (Camera, Lighting, etc.)
- Pre-press Production