

JESSICA CLAIRE

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Links

- www.ARTHsCCP.com

Professional Summary

Energetic Program director / educator with proven skills in teaching visual arts .Keep Arts center and classrooms organized and students and participants on-task to facilitate effective learning.

Diligent and adaptable in meeting individual student needs with warm, safe educational environments.

Creative Arts program director / instructor, offering 12 years of experience developing and implementing Arts course curriculum.

Proficient in evaluation, monitoring student performance and organizing examinations. Hardworking and energetic individual with excellent communication and supervisory skills.

Extensive background in design, delivery and evaluation of complex educational programs. Successfully manages education program budgets, identifies areas of growth and coordinates events to promote advertising and marketing and sales services.

Motivated to learn, grow and excel in design, marketing and advertising.

Skills

- Group and individual instruction
- Lesson Planning
- Business Development
- Digital design
- Website graphics
- Branding strategies
- Google Ads / Campaign development
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- Software proficiency :
 - Adobe Photoshop
 - Adobe Illustrator
 - Microsoft Word
 - Microsoft Excel
 - Microsoft Power Point
 - Excellent work ethic

Work History

Arts Tutoring Program Director, 12/2012 to Current

Associated Grocers Of New England – Richmond, VT

- Directed day-to-day operations of education program and supervised support staff to delegate assignments and evaluate performance.
- Planned and implemented staff development and in-service training programs to enhance knowledge and skills.
- Developed partnerships with parents, businesses and Day Cares , Private schools and Montessori to build awareness, increase support and share resources.
- Maintained program files, records, databases and websites to gather research and update all social medias.
- Managed team of 8 part time employees, overseeing hiring, training, and professional growth of employees.
- Developed creative design for marketing packages, including print materials, brochures, banners and signs.
- Worked with clients to gather and define requirements, establish scopes and managing project milestones.
- Coordinated, created and scheduled content, designs and periodic updates to company website.
- Developed collateral such as display, marketing and packaging materials to support product branding strategies.

Graphic Artist, 01/2011 to 01/2012

Associated Grocers Of New England – Pembroke, NH

- Designed graphics for websites, logos and promotions for marketing purposes.
- Developed print materials such as Brochures, Banners and Signs.
- Created digital image files for use in digital and traditional printing methods.
- Completed final touches for projects such as images sizes and font selection.
- Applied knowledge of production to create high-quality images.
- Developed collateral such as display, marketing and packaging materials to support product branding strategies.
- Designed creative digital displays used in on-line advertising for local businesses.
- Created designs and collaborated with technical team to complete projects.
- Created digital and print layouts for diverse materials.

Graphic Artist, 02/2009 to 03/2010

Kroger Market Place – City, STATE

- Developed creative design for marketing packages, print materials, brochures, banners and signs.
- Worked with clients to gather and define requirements, establish scopes and managing project milestones.
- Contributed design ideas in early planning stages with customers and project managers.
- Applied knowledge of production to create high-quality images.
- Developed and created new display, marketing and packaging materials to support product branding strategies.
- Contributed to creative process through original ideas and inspiration.
- Made use of materials, such as ink, watercolors, charcoal, oil, computer software, paints, and pencils, to complete unique advertising displays for 3 different locations for Kroger company.

2D Animator, 10/1999 to 02/2003

Silver Line Technologies LTD – City, STATE

- Combined technical and artistic abilities to accomplish challenging animation objectives.
- Worked alongside editors and producers to create unique designs to translate artistic vision into visual medium.
- Collaborated with motion capture department to collect and apply data for specific characters.
- Created and worked as team on multiple projects and animation series and 2D classical animation movie production 'Hanuman' India's first classical animation movie.

Education

Bachelor of Arts: Fine Arts, 06/1999

North Maharashtra University - Maharashtra, India

- Coursework in
- Graphic Arts
- Illustration Design
- Calligraphy – Typography
- Drawing I - II
- Advertising Arts
 - Received Merit Student Honor