Kelsey // Hood

kelseymhood@gmail.com | 410-673-5061 | Connect on LinkedIn | View my portfolio site

Education

Bachelor of Arts in Visual Arts
MAY 2018
University of Maryland, Baltimore County

Certificate in Graphic Design
DECEMBER 2016
Anne Arundel Community College

Associate of Arts in General Studies
DECEMBER 2013
Howard Community College

Certificates

Web Developer Bootcamp
JULY 2021
Udemy.com

Certified Front End Developer
JANUARY 2021
W3Schools

Hootsuite Platform Certification
JUNE 2020
Hootsuite

Front End Developer Suite
MARCH 2019
UMBC Training Centers

Technical Skills

Web Design and UX/UI

- HTML
- CSS
- JavaScript
- Adobe Creative Suite
- Vue.js
- Visual Studio Code
- Sketch
- Bootstrap

Other

- Microsoft Office
- Instagram
- Facebook
- LinkedIn
- Trello
- Hootsuite
- Google Suite

Work Experience

Graphic Designer and Social Media Specialist
AUGUST 2019 – PRESENT | Anne Arundel Community College

- Design print and digital promotional materials advertising events/activities, while meeting tight deadlines.
- Assist the Director of Student Engagement with the formulation of diversity programming initiatives, while overseeing the promotional campaigns for those events.
- Update and maintain the office's website using TerminalFour software, as well as provide troubleshooting assistance for web-related issues.
- Oversee webpage layout and content provided in order to curate the office's website and social media platforms with engaging content.
- Compile reports on contest campaigns, social media engagement, and work orders.
- Produce instructional and resource guides, and policy handbooks for the office.
- Promote events and schedule requests using social media management tools, i.e., Hootsuite.

Junior Graphic Designer
AUGUST 2018 – MAY 2019 | Omega Digital Press, Inc.

- Assisted funeral professionals with the production of personal family memorabilia and met tight printing and delivery deadlines.
- Worked with the in-house design team and assisted with production of Omega's marketing materials.
- Managed and multi-tasked multiple client projects, meeting deadlines.

Web Technician & Graphic Designer
JUNE 2016 – DECEMBER 2018 | Erickson School of Aging

- Designed visually appealing webpages using Google Sites, while using HTML and CSS for styling.
- Updated and maintained the office website with current content and managed its asset files.
- Designed promotional material advertising the Erickson School's programs of study and events.
- Created brand guides for the Erickson School's conferences and compiled it into a comprehensive package.
- Worked with third-party printers, i.e., VistaPrint, to produce stationery materials.