

**Wendy Welsh**

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**Experience:** **MOMS Club of Bozeman/Belgrade, Bozeman, MT**  
*Newsletter Designer/Editor - June 2013 – June 2015*  
Duties include creating, editing and maintaining E-newsletter for non-profit organization.  
*Marketing Coordinator - June 2015 – June 2016*  
Managing and maintaining marketing material and website advertisement for events.

**Phillips Environmental Products, Inc., Bozeman, MT**  
*Project Manager - March 2002 – February 2004*  
Duties included managing media, graphics, maintaining network and website.

**Contract work/Homestead Press, Kalispell, MT**  
*Designer/Production Artist - January 2001 – August 2001*  
Contract work done for various businesses in area, including trade shows, tech companies and newspapers. Production work for print including design of ads and setup for press.

**CDI, Bozeman, MT**  
*Designer - October 2000 – December 2000*  
General design and imaging work.

**Terry Hines & Associates, Burbank, CA**  
*Designer/Production Artist - March 1999 – September 2000*  
Responsibilities included production work on movie print ads for *Universal Studios, New Line Cinema, DreamWorks* and *Disney*. Concentration of production on *Universal Studios* and *New Line Cinema* accounts.

**Applied Graphics Technologies (currently Seven Worldwide) - onsite facility Golden Books Family Entertainment, New York, NY**  
*Supervisor – Desktop Department - October 1996 – February 1999*  
Responsibilities included organization/planning of workflow, instituting departmental procedures and standardizing quality control methods to optimize the manufacturing department. Developed and directed trapping and postscripting issues in relation to a direct-to-plate printing environment. Integrated ideas and concepts towards implementing AGT Digitalink© archiving system for client.

**Applied Graphics Technologies - onsite facility Condé Nast Publications, New York, NY**  
*Digital Image Retoucher*  
High-end Photoshop Image Retoucher responsible for manipulating, color correcting and overall enhancement of client files for high-profile publications including *Vanity Fair, Vogue, GQ, Details* and *Glamour*.

**Wace Imaging Network, (acquired by Schawk Inc.) - New York, NY**  
*Digital Imaging Technician - September 1995 – September 1996*  
Electronic pre-press operator responsible for manipulating, troubleshooting and outputting client files.

**Bozell Studios – CPS Group, New York, NY**  
*Wace Representative/Technical Liaison*

A comprehensive knowledge of graphic-related hardware and programs led to a temporary relocation to Bozell as a general pre-press consultant on behalf of Wace.

***Education:***    **New York University** – *School of Continuing education* – CADA Center, New York, NY  
                  **New York University** – *B.S. in Communications*, New York, NY  
                  **College International De Cannes**, Cannes, France  
                  **Managing and Supervising Seminar**, Cornell University, NY

***Software:***    Proficient in Microsoft Office, Illustrator, Photoshop

***Activities:***    **Girl Scouts of Montana/Wyoming** – Girl Scout Troop Leader, Bozeman, MT, *2012-2014*  
                  **Running, hiking, yoga, reading**  
                  **Elementary education volunteer, Non-profit volunteer work**