

Elena Foraker

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Education

Rhode Island School of Design — Providence, RI
MFA, Graphic Design
Class of 2020

Colorado College — Colorado Springs, CO
BA, Studio Art
Crown-Goodwin Presidential Scholar
Class of 2015

St. Paul's School — Concord, NH
Class of 2011

Work Experience

Freelance Graphic Designer — CO, CA, & RI
2014 to present

- Designed materials for Climatetruth.org, Clean Tech Open, and Colorado College

Minted — San Francisco & Oakland, CA
Artist Relations Assistant, Merchandise Designer, Design Associate
10/15 to 6/17

- Planned artist community events, coded emails and blog posts, hosted artists, designed blog content, managed team inbox and Facebook community group, orchestrated the annual Holiday Winner Suprise
- Production designed Minted stationary products and created matching items
- Digitally customized and perfected Minted customer Holiday card orders

Johansson Projects — Oakland, CA
Gallery Intern
6/15 to 11/15

- Photographed artwork and retouched for gallery website and social media accounts
- Installed and de-installed exhibitions, hosted gallery openings, and gave gallery tours
- Wrote invoices, commission statements, press releases, and social media posts

IDEA Space — Colorado Springs, CO
Gallery Assistant
5/14 to 5/15

- Welcomed patrons, installed and de-installed exhibitions
- Developed new organizational system for the gallery and catalogued artwork
- Wrote promotional posts for social media and wall text for exhibitions

Leviathan Magazine — Colorado Springs, CO
Visual Art Editor
2/14 to 5/15

- Reviewed art submissions and selected pieces to publish in the magazine
- Photographed artworks and retouched
- Designed front cover and formatted interior spreads

Colorado College — Colorado Springs, CO
Art History Department Digital Assistant
8/12 to 12/13

- Digitally cleaned up and prepared art history slideshow files

Additional Experience

Colorado College — Colorado Springs, CO
Design Week Alumni Panelist
3/17

- Spoke about graphic design experience on an alumni panel for Colorado College's first annual Design Week

IDEO — Palo Alto, CA
Bootcamp Participant
7/09

- Attended week-long bootcamp for high school students to develop design thinking skills

Skills

Illustrator
Indesign
Photoshop
Excel
Salesforce
HTML & CSS
Javascript
Powerpoint
iMovie