



UI/UX Designer • Digital Artist

UI Designer interested in using design to find creative solutions to big problems. Former school administrator, who contributed across multiple teams to launch a project based, collaborative online school during the COVID-19 Pandemic. Open to relocation and remote work.

CONTACT

- Harare, Zimbabwe
- gracemanodesigns@gmail.com
- https://gracemanodesigns.squarespace.com/
- in www.linkedin.com/in/grace-mano
- placeholder

SOFTWARE

Sketch
Figma
Procreate
WordPress
Adobe Photoshop
Adobe Lightroom

LANGUAGES

Portuguese (Advanced) English (Fluent) Shona (Conversational) French (Basic)



Career Foundry, UI Design Program 2021 - 2022

- Completed the UI Design Program, and Frontend Dev Elective

Brown University, B.A. Development Studies 2015 - 2019

- Capstone Project: Peace Media and Post Conflict Africa
- Student Leader for; AFRISA (African Students Asocc.), the Watson Center for Global Studies

NOVA Faculdade de Ciências Sociais e Humanas 2018

- Completed the CIEE Lisbon: Language and Culture Study Abroad Program

Middlebury College Summer Language Program Summer 2016

- Certificate in Intermediate Portuguese Language Ability



WORK EXPERIENCE

Admissions Coordinator, Avenues: The World School San Jose, CA (Hybrid), 2020 - 2021

- Performed Communications operations (via Hubspot), using their services to help the organization track engagement
- Participated on founding team for Avenues Online and @HOME in response to covid 19 pandemic communicating program specifics to prospective families
- Co-ordinated inaugural Avenues Online Digital Yearbook team, designed layouts and created original graphic assets

Events Programmer, Stephen Roberts '67 Campus Center Providence, RI 2016 - 2019

- Executed social media campaigns enhanced by custom graphics that increased the reach of events by 74%
- Organized Events Mastersheet and Annual Calendar for the Campus Center to streamline the events planning process
- Revitalized events photography to document Campus Center events, and contribute to future advertizing campaigns

Intern, Human Rights Defenders Network Kampala, Uganda, Summer 2018

- Analysed trends to create a new Communications Strategy for the organization that increased social media engagement by 60%
- Revamped the organisation's existing Wordpress site integrating google software and social media to increase visibility and engagement
- Contributed to various writing projects by translating articles, transcribing interviews and copy editing press releases

