

Kymerly Winchell

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Portland, OR

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Work Experience

- **S1 art gallery** Portland, OR
Grant writer and Support *September 2014-September 2015*
 - Led grant research, organized grant application procedures between artists and staff
 - Maintained appearance and functionality of gallery space and helped manage events
- **Water Avenue Coffee** Portland, OR
Customer Service *September 2014-July 2015*
 - Assisted in the development of a barista training program
- **Marshall Scheider Photography** Portland, OR
Photo Assistant, Writer, Editor *July 2013-January 2015*
 - Worked closely with a professional photographer to develop artistic statements and other written works
 - Maintained film stock and assisted in setting up and breaking down equipment
 - Aided photographer in developing contacts and establishing relationships with journals and blogs
- **Third Rail Coffee** New York, NY
Stock Manager, Customer Service *September 2013-June 2014*
 - Managed stock and lead training for new employees
 - Maintained business blog by writing and editing updates on new coffees, farmers, procedures, etc.

Open Source Projects

- **Portland Activist Newsletter** <https://github.com/kymerly/pdx-activist-newsletter>
started May 2015
 - Compiles event data from local activist groups into a newsletter that does not require a social networking profile

Volunteer Experience

- **Independent Publishing Resource Center** Portland, OR
July 2015-present
 - Cataloguing and organizing materials for one of the largest zine libraries in the United States
 - Providing tours to potential members and visitors
 - Assisting members and guests with self publishing projects
- **Poet's House** New York, NY
September 2013-January 2014
 - Assisted in shelving and organizing extensive poetry collection

- Lead tours of the library and maintained appearance of facilities for events and daily use

- **Poetry Project** New York, NY
September 2013-January 2014
 - Provided support for Monday night poetry readings
 - Assisted director in writing and editing updates for newsletter
- **Portland Institute for Contemporary Art TBA:14** Portland, OR
September-October 2014
 - Participated in the set up and break down of Portland's largest performing arts festival
 - Educated visitors on exhibitions while monitoring gallery spaces
- **Portland International Film Festival** Portland, OR
Spring 2012 & 2013
 - Managed entrance and educated attendees on films

Education

- **Portland State University** Portland, OR
September 2010-present
- **Sarah Lawrence College** Bronxville, NY
September 2012-present

Skills