

Jaime Levick-Oxner

UX Content Designer

Altruistic designer with a strong commitment to enhancing user experiences through content design and accessibility. Expertise in empathizing with others while balancing needs of both customer and business. Intrinsically motivated to succeed and committed to meeting deadlines.

SKILLS

Public Speaking - Abstract Thinking - UX Writing - Content Style Guides - Qualitative Data Analysis - User Interviews - Usability Testing - Prototyping - WCAG Compliance - Web Development - Empathetic Communicator

TOOLS

Figma - Miro - Slack - Adobe XD - Sketch - HTML - CSS - Javascript - VS Code - GitHub - Notion

UX PROJECTS

UX Content Design Apprentice | Remote — Tech Fleet | Jan 2023 - March 2023

Crafting initial Content Style Guide for the *Sean's Legacy* LGBTQIA+ career mentorship platform.

- Collaborate with a cross-functional team to gain in-depth knowledge of prior research and testing in order to create content strategy based on both user and organizational needs.
- Oversee all aspects of a content style guide including voice and tone, SEO best practices, and writing for accessibility - often working asynchronously with the team.

UX/UI Designer | Remote — Aspect | Feb 2022 - Oct 2022

Mobile astrology app for CareerFoundry course project.

- Designed a functional prototype for a comprehensive astrology app with 3 distinct features based on competitive research, user interviews, and usability testing.
- Created a thorough design system including pattern library and best practices.

WORK EXPERIENCE

Project Coordinator | Hybrid Remote/Laramie, WY — AmeriCorps Seniors | March 2020 - March 2022

- Conceptualized, created, and implemented a virtual technology training program for seniors, increasing adoption rates by 80% within 6 months.
- Surveyed volunteers from 5 counties, analyzed data, and adjusted technology training curriculum to users' interests and needs, thereby increasing retention rates.
- Researched relevant, accessible topics and utilized public speaking skills to facilitate and record over 80 hybrid training sessions, affording volunteers' opportunities for professional development.

Senior Office Administrator | Laramie, WY — University of Wyoming | July 2012 - June 2019

- Played a key role in the event planning and organization of over a dozen high-dollar events, including the Wyoming premiere of the film *Winter in the Blood* which drew over 100 attendees.
- Collaborated with visiting scholars to transcribe interviews with elders and students; research findings and reporting led to the creation of the University of Wyoming's *Native American Education, Research, and Cultural Center*.
- Compiled and presented end-of-year departmental and budget reporting to the Dean of Arts and Sciences, successfully addressing and clarifying all inquiries and concerns.

EDUCATION

UX Design Immersive | Remote — CareerFoundry | Feb 2022 - Jan 2023

- Specialization in front-end for designers.

Bachelor of Arts | Laramie, WY — University of Wyoming | Aug 2007 - Dec 2011

- Majors in anthropology and gender studies.

COMMUNITY INVOLVEMENT

- Volunteered construction labor, supplies, and subsequent management of local bouldering gym, *The Source*.
- Fundraised nearly \$500 for the *Navajo and Hopi Families COVID-19 Relief Fund*, the *Farmworker Project*, and *Black and Pink National* through donation-based, virtual meditation services.