




# MAJ JENKINS

they/them

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## EDUCATION

**University of San Francisco (USF)**  
**May 2022**  
Bachelor of Arts, Design  
Minor in Classical Studies  
GPA: 3.99

## LEADERSHIP

**University of San Francisco**  
**Design Collectives Club**  
**August 2021 - Present**  
*President*  
• Collaborate with team to host art and design-related events to foster social and cultural development on campus

**GSA Network**  
**Youth Board of Directors**  
**September 2017 - May 2018**  
*Member, Co-chair*  
• Engaged in conversations about outreach, funding, budgeting, and progress evaluation  
• Contributed to planning GSA Network's 20th Anniversary Gala

**SFUSD Student Health**  
**GSA Day Planning Committee**  
**September 2017 - August 2018**  
*Member and Designer*  
• Planned and organized the logistics of the SFUSD 2017 GSA Day with other LGBT SFUSD students  
• Designed the visual identity and print materials including fliers and t-shirts

## AWARDS AND SCHOLARSHIPS

**Cotchett Speaker Showcase**  
**Spring 2020**

**Tang Scholarship**  
**Summer 2018**

**Print and Graphics Foundation**  
**Scholarship**  
**Summer 2018**

**Edith Garin English Award**  
**May 2018**

**Ruth Adams Cup**  
**May 2018**

## SOFT SKILLS

Organization	Social justice
Project management	Problem solving
Communication	Big-picture thinking
Collaboration	Attention to detail
Community building	Multimedia

## WORK EXPERIENCE

**Leo T. McCarthy Center (USF)**  
**June 2019 - Present**  
*Graphic Design Intern*  
• Design monthly print newsletters in InDesign, in collaboration with marketing & social media intern to keep in touch with our audience  
• Create digital promotional graphics and edits photos to boost student and community engagement with the McCarthy Center  
• Redesigned the Center's website using Wordpress to make an updated and more accessible online experience

**Art+Architecture Department (USF)**  
**August 2019 - Present**  
*Lab Assistant*  
• Maintain computer lab facilities to ensure accessibility and cleanliness  
• Supervise and assist students across design and architecture programs with IT, Adobe Suite, and printing

**Bernal Heights Outdoor Cinema**  
**June 2021 - November 2021**  
*Graphic Designer*  
• Investigated the communication needs of this film festival nonprofit to engage its community  
• Developed new brand identity and style based on guided conversations  
• Redesigned website using Wordpress  
• Created print materials using Illustrator, including business cards, letterhead, and fliers

**Center for Asia Pacific Studies (USF)**  
**Sept 2018 - Dec 2018**  
*Graphic Design and Marketing Undergraduate Student Assistant*  
• Designed marketing graphics using PhotoShop, Illustrator, and InDesign for the center's events to be used in print,

## PROGRAMS AND HARD SKILLS

Adobe Creative Suite	Wordpress
Google Office	Digital photography
Microsoft Office	Video editing
Mac and PC	Social media
HTML + CSS	YouTube

digital advertisements, and social media  
• Photographed live on-campus events for promotional and archival usage

**Lavender Youth Recreation and Information Center (LYRIC)**  
**June 2018 - July 2018**  
*Castro History Tour Intern*  
• Collaborated to develop a tour of the historic Castro neighborhood and performed tour in addition to proactively researching individual topic  
• Workshopped with other LGBT and Ally youth to edit writing and team build

**Root Division**  
**June 2017 - July 2017**  
*Education, Exhibition, and Communications Intern*  
• Created print materials including pamphlets, fliers, and postcards for publicity and community engagement  
• Installed and de-installed art exhibitions by local Bay Area artists  
• Co-lead art classes for youth at Buena Vista Horace Mann K-8 School

**Youth Art Exchange**  
**June 2016**  
*Video Production Intern*  
• Scripted, filmed, and edited an original short film while learning photography and cinematography skills in collaboration with other interns

**The Imagine Bus Project**  
**June 2015 - May 2017**  
*General Programs Intern*  
• Created print and web materials including postcards, fliers, and posters  
• Managed FaceBook and Instagram to engage with online audience  
• Participated in outreach by tabling at informational events