

Miles Z. Martin

Digital Media, Social Justice & Sustainable Urbanism

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617.756.2883

Work Senior Communications Associate

Experience NYU McSilver Institute, 2014–Ongoing

- Tasked with brand stewardship and development of visual communications guidelines
- Project lead for institutional communications including annual reports, social media campaigns, and email marketing
- Supports public and internal events with print and digital promotion, registration, signage, and other programming collateral
- Manages online presence and content; primary website administrator
- Plans, produces, records, and edits video content for events and initiatives
- Supports diverse research staff needs including conference presentation materials, personal stationery, and grant proposals

Creative Director

Janine Just Inc. PR & Events, 2013–2014

- Designed invitations, signage, and additional print and web collateral for events
- Produced graphics and editorial art for social media, blogs, and email campaigns
- Managed branded communication and digital assets for a diverse portfolio of clients
- Supervised contributing staff and interns

Media Mentor

Adobe Youth Voices Project, 2011–2013

- Mentored youth at multiple sites across Boston Public Schools, grades 5–12
- Facilitated youth-led multimedia production with mentoring, lesson planning, instruction, and field visits
- Managed student files, software deployment, equipment allocation, and deliverables
- Planned and lead professional development sessions for BPS educators

Production Assistant

COM Design Center at Boston University, 2010

- Produced posters, print ads, Flash animation, invitations, e-mail templates, and landing pages for clients within Boston University's College of Communication
- Collaborated with clients and team; managed projects from concept to preflight

Education In-Progress: Master of Urban Planning

New York University Wagner Graduate School of Public Service, 2020 (Anticipated)

- Pursuing MUP in Environment, Infrastructure, and Transportation Track
- Studies include History and Theory, Methods and Practice, GIS Analysis, Data Visualization, Land Use Law, Economics, Statistics, and Financial Management

Bachelor of Fine Arts

Boston University College of Fine Arts, 2010

- Graphic Design Major, studying: Graphic Design, Web Design, Typography, Photography (Digital and Film), Drawing, Painting, Sculpture, Art History
- Minor in Advertising, studies include: Marketing, Writing, Public Relations, Journalism

Skills & Interests

- Adept in Adobe CC apps, especially: InDesign, Illustrator, Photoshop, Premiere
- Extensive experience with HTML, CSS, proficient with Javascript and PHP
- Highly competent in Mac and Windows environments and with Microsoft Office apps
- Strong research and writing skills suiting a variety of disciplines and voices