

Creative, Dedicated, and Professional

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Employment

Oct 2011 – Present • Alaska Department of Administration - Juneau, AK
Special Asst. to the Commissioner

- Press/Communications - directed all media responses from DOA, crafted all press releases and drafted all internal/external communications from Commissioner.
- Legislative Liaison - coordinated all DOA legislative matters including initial proposal review, bill analyses, fiscal note review, testimony prep, committee paperwork, legislative briefings, constituent issue resolution and bill signing coordination.
- Other Duties as Assigned - examples include coordinating presentations for the Commissioner, writing talking points and development of DOA policy and procedures.

Feb 2010 – Oct 2011 • Sole Proprietor - Sacramento, CA
Freelance Multimedia Specialist

- Freelance graphic and web design, audio and video projects. Many varied projects for local non-profits, small firms and clients in California and Alaska.

Oct 2003 - Feb 2010 • Governor's Office/State of Alaska - Juneau, AK
Multimedia Specialist in the Press and Communications Office

- Graphic design - created issue-driven materials including logos, brochures, mailers, posters, PowerPoint presentations, press materials.
- Audio/video - managed production and post-production of 30-minute weekly TV program, "Our Alaska". Filmed and edited PSA campaigns, interviewed specialists for news broadcasts and produced mini-documentaries.
- Web admin - designed content for website, e-newsletters and social media.
- Staff photographer - traveled with Governor as chief photographer at events.
- Event technician - technical support at press conferences and on-location event.

Summers 2000 – 2003 • Cruise Line Agencies of Alaska - Juneau, AK
Port Agent (Yacht Agent)

- Provided shoreside logistics for cruise ships including fulfilling requests for procurement, personnel/medical transportation, cargo transfers and customs/immigration paperwork. Specialized in service of high-end yacht/luxury clients.

Education

1999 - 2002 • Computer Video Imaging - Sunnyvale, CA
Cogswell Polytechnical College

Classes in traditional fine arts (sketching, painting, etc), 3D modeling and animation, sculpture, claymation, web design, graphic design, videography, editing and post production, script writing, storyboarding, scene lighting and photography.

1998 - 1999 • General Education Classes - Juneau, AK
University of Alaska Southeast

Continued...

I specialize in Adobe Creative Cloud Production:

PRINT - Indesign, Illustrator and Photoshop
AUDIO/VIDEO - After Effects, Premiere, Soundbooth
WEB & MULTIMEDIA - Dreamweaver and Flash

PRINT

Digital Photo Touchup and Compositing
Posters, CD/DVD Covers and Labels
Logos, Stationary and Business Cards
Brochures, Newsletters and Mailers
Powerpoint Templates
Online and Print Ads

AUDIO/VIDEO

Storyboarding and Script Writing
Scene Lighting
Set Construction
Audio Engineering and Foley Art
Pre/Post Production (EDL, Chroma Key, Matte Painting, etc)
Gaffer & Grip Experience (Jib/Dolly/Track, Flags and Bounce Cards, Apple Boxes)
Output/Compression

WEB & MULTIMEDIA

Social Media (Facebook, Yelp, Twitter and Constant Contact)
CMS (Wordpress, Joomla, Drupal, Web Baker, Typeroom)
Custom Layout, Feature-Rich Sites
Google Analytics and Metrics
Hand Coding HTML and CSS
SEO Optimization

Multimedia Experience

Interests

Rotary International
2009-Present

Active member at Rotary Club of Juneau. Currently a board member and founder/organizer of our club's annual Capital Brewfest each September starting in 2012.

Juneau Fireworks Committee
2007-Present

Annually wire and fire the 4th of July and President's Day pyrotechnic shows in Juneau, Alaska with a crew of qualified, technical, and licensed volunteers.

