

WORK EXPERIENCE

TREASURY SERVICES SENIOR ACCOUNTANT | CORVEL CORPORATION | Portland, OR (2014 - present)

- Managing customer escrow accounts for a third party administrator's treasury checkwriting department
- Reconciling financial reports against claim data for worker's compensation and liability deductible programs

ARTS EDITOR, WEB CONTENT MANAGER | SIXTY INCHES FROM CENTER | Chicago, IL (2012 - 2017)

- Developing weekly editorial schedules for a non-profit online arts publication and archiving initiative
- Editing articles for content, grammar, and style; writing articles (artist profiles, reviews, interviews)
- Formatting articles in WordPress and updating / managing web content

LIBRARY CIRCULATION ASSISTANT | RYERSON & BURNHAM LIBRARIES, ART INSTITUTE OF CHICAGO | Chicago, IL (2012 - 2014)

- Responsible for the circulation of all library materials, including special collections and archives, and maintaining book stacks
- Assisting museum staff and library patrons with research and reference requests, including digital archiving of printed material

EXHIBITION / CURATORIAL ASSISTANT | CHICAGO ARTISTS' COALITION | Chicago, IL (2012)

- Coordinated with curators and resident artists to organize monthly exhibitions for the HATCH & BOLT artist residencies
- Wrote, edited, and designed press releases; provided various graphic design services (print and digital)
- Physically installed and de-installed exhibitions while maintaining gallery space
- Assisted with the development of CAC's physical and digital archives; updated website content

INSTITUTIONAL ARCHIVES ASSISTANT | ART INSTITUTE OF CHICAGO | Chicago, IL (2012)

- Assisted with the organization and management of archival material for the Art Institute of Chicago's Institutional Archives
- Conducted research, created finding aids for undocumented material, and facilitated the digitization and cataloging of AIC exhibition histories, photographs, and other documents and records

ELECTRONIC DOCUMENT MANAGER | WELLS FARGO | Beaverton, OR (2010 - 2011)

- Received and processed mortgage and tax documents for loan subordinations

GRADUATE TEACHER, RESEARCH ASSISTANT | UNIVERSITY OF OREGON | Eugene, OR (2008 - 2010)

- Taught a range of art history and architecture subjects in weekly discussion sections and graded / edited exams and papers
- Provided research assistance and organization for faculty publications

DIGITAL ARCHIVES ASSISTANT | UNIVERSITY OF OREGON VISUAL RESOURCE CENTER | Eugene, OR (2009 - 2010)

- Digitized, edited, and color corrected fine art images from the Art, Architecture, and Allied Arts Library collection

EDUCATION

B.F.A. PAINTING (2012) School of the Art Institute of Chicago – Chicago, IL

M.A. ART HISTORY (2010) University of Oregon – Eugene, OR

- “History of a Natural History: Max Ernst’s ‘Histoire Naturelle,’ Frottage, and Surrealist Automatism” (M.A. Thesis)

B.A. ART HISTORY, B.A. PAINTING, Minor Classical Studies (2007) DePauw University – Greencastle, IN

- “Surrealist Flânerie: The Pursuit of Psychic and Social Autonomy” (B.A. Thesis)

MUSEUM & SPECIAL COLLECTION PROJECTS

EXHIBITION CURATOR | ART INSTITUTE OF CHICAGO | Chicago, IL (2013 - 2014)

- Co-curated two exhibitions for the AIC photography galleries that featured work from the Ryerson & Burnham Library catalog: an exhibition of surrealist photography from the Mary Reynolds Collection and an exhibition of WWII photography from the British serial “Picture Post”

COLLECTIONS / ARCHIVES ASSISTANT | ROGER BROWN STUDY COLLECTION | Chicago, IL (2012 - 2013)

- Assisted with the research, cataloging, conservation, and re-housing of a previously undocumented portfolio of Roger Brown’s early student prints and drawings
- Provided collection interpretation for receptions, public tours, and classes

ACCESSIONING ADVISOR | JORDAN SCHNITZER MUSEUM OF ART | Eugene, OR (2010)

- Worked closely with museum staff and University of Oregon faculty to compile condition and provenance reports on paintings from the Roy Neville collection and presented them to the museum to aid accessioning decisions

EXHIBITION DEVELOPMENT ASSISTANT | JORDAN SCHNITZER MUSEUM OF ART | Eugene, OR (2009 - 2010)

- Coordinated with University of Oregon faculty to assist with the curatorial development for the 2010 traveling exhibition “Giuseppe Vasi’s Rome: Lasting Impressions from the Age of the Grand Tour,” also writing catalog entries for the official catalog

SELECT FREELANCE WORK

MIXED MEDIA ARTIST | (2003 - present)

- Creating, exhibiting, and selling mixed media paintings while updating and maintaining a fine arts website

GRAPHIC DESIGNER | C3ENERGY | London, United Kingdom (2014, 2 month contract)

- Wrote the HTML & CSS code for the C3Energy official website (c3energy.co.uk), consulted with the client throughout official logo creation, website design, and the uploading of files to the web host

SOFTWARE SKILLS

Adobe Illustrator, Adobe Photoshop, Adobe InDesign, Windows & Apple OS, MS Word, MS Excel, MS PowerPoint, MS Outlook, Epson Scan, HTML & CSS, Dreamweaver, WordPress, FileMaker Pro, Millennium Integrated Library System, Constant Contact, Hootsuite

HONORS & AWARDS

- Merit Scholarship, School of the Art Institute of Chicago (2011)
- Marian Donnelly Award in Art History, "Caravaggio's Application and Treatment of Blood in his Mythological and Biblical Paintings: Technical and Iconographic Aspects" (2010)
- Marian Donnelly Award in Art History, "The British Reinvention of the Parthenon and its Sculptural Program" (2009)
- First Place, University of Oregon AHA Student Acquisition Show (2008)
- Graduate Teaching and Research Fellowship, University of Oregon (2007-2010)
- First Place, "Best Editorial Cartoon - College State Division," Indiana Society of Professional Journalists (2006 & 2007)
- Merit Scholarship, DePauw University (2007)
- National Dean's List, DePauw University (2004-2005)

SELECT EXHIBITIONS

- Pay It Forward Exhibition, Chicago, IL (2014)
- DePauw University Alumni Exhibition, Greencastle, IN (2012)
- School of the Art Institute of Chicago BFA Exhibition, Chicago, IL (2012)
- Rubber Cement Juried Exhibition, Chicago, IL (2012)
- Bootleg Exhibition, Indianapolis, IN (2010)
- University of Oregon AHA Acquisition Show, Eugene, OR (2008)
- Lillis Business Center Exhibition, Eugene, OR (2008)
- DePauw University BA Exhibition, Greencastle, IN (2007)
- DePauw Annual Juried Student Art Show, Greencastle, IN (2003-2006)