

Kim Brickley- CV

kimbrickley.kb@gmail.com

www.kimbrickley.com

Artist, Educator, Business Administrator

Education

2011-13, classes in New Media Technologies, Harvestworks, Manhattan, NYC

2009 MFA **The University of Pennsylvania** & Certificate in Time-based Media, Honors

2002 BFA **Carnegie Mellon University** – Concentration in Electronic Media, Honors

2000 Temple University, Semester Study Abroad, Rome, Italy

Computer Skills/ Programs (proficient with both Mac and PC platforms)

Microsoft Office/ Excel	After Effects	Power Point
Final Cut Pro	Logic Express	Mailchimp
Illustrator	Basic MAX/MSP	Google Drive
Premiere	Wordpress/Tumblr	Canvas
Photoshop/Bridge	Constant Contact	FB/IG/Twitter/Youtube/ Snapchat
InDesign/Illustrator	Blackboard	Hootsuite

Professional Experience:

SplashLab Arts, East Falls, PA 2017- present

Business Manager

- assist in implementing business plans, marketing, and administrative structures
- develop partnerships and business relationships to grow the business
- organize and lead outreach events in the community
- manage studio, staff, and educational programming
- track revenue, inventory, and accounting
- graphic design work for social media, print, and all marketing materials
- taught classes at various age levels, as needed
- assisted with public relations campaigns and proposal, such as community murals

Cloud Shop Studios, Philadelphia, PA 2015- current (part time/ freelance work)
Assistant Content Manager

- Freelance assistant to boutique web and branding company in Philadelphia.
- Content assistant manager, graphic design assistant, Wordpress assistant
- Specific customer service web site edits on an as needed basis.

Create In Situ, LLC, Philadelphia, PA, 2010- 2016
Co-owner

- Collaborative tech based art firm, lead administrator and manager
- assisted in writing grant proposals, lead artist and project manager
- tracked grant funding and revenue

Your Chiropractic Center, Philadelphia, PA, 2009- 2013
Office Manager

- managed staff and patient scheduling
- managed patient and insurance billing for busy center city office
- helped implement marketing strategies to build client base

University of Pennsylvania, Undergraduate Department of Fine Arts, PHL, PA, 2007-2009
Administrative Assistant

- receptionist duties, general office flow assistant
- answered phones, data entry for class rosters
- coordinating faculty, staff, and student needs

Rhodes Chiropractic, Philadelphia, PA, 2004-2007
Office Manager

- Managed all office and insurance billing/ accounts
- general office assistance/ reception/ scheduling
- maintained patient files and administration

BWA Messengers, LLC, Philadelphia, PA, 2002-2004
Co-Owner

- manager and co-owner of a bike messenger business
- payroll, invoicing, client negotiations, and employee management

Andy Warhol Museum, Pittsburgh, PA, 2000-2002

Educational Department Assistant

Helped run weekend children's program centered around Warhol and his work.

Visitor Service Attendant

Assisted patrons through the museum; instructed visitors about the museum and Warhol history

Teaching Experience:

Adjunct Professor

Delaware County Community College, Media, PA 2015- 2017

Courses Taught

“Art and Childhood Development”

- Students practice with materials while learning how to create art curriculum for children
- Designed and managed course curriculum, based on stages of childhood development

“2D Graphic Design”

- Foundations class for first year students learning line, shape, and pattern.
- Students are only permitted to use black and white and the basic elements

Lead Camp Counselor, The Handworks Studio, 2015-2017

- Lead counselor for the Sew Tech summer camp.
- Taught kids how to build soft circuits, simple robots (bristle bots), and gear motors using conductive thread and felt

Instructor, University City Arts League, 2014- 2016

- Instructor of digital animation and digital art and collage for after school program
- Instructor for Adult Graphic Design evening class.

Workshop Organizer and Leader, Abington Art Center, 2016- present

- Organize and lead workshops with simple electronics and STEAM based learning.
- Titles of workshops include “Acoustics and Musical Instruments”, “Make a Bristle Bot”, and “Design a Felt Creature Soft Circuit”
- Taught 10 week adult courses in Basic Web Publishing for Wix, Squarespace, Wordpress, and how to incorporate social media into their business or brand.

Art Teacher and Education Consultant , The Shipley Upper School, 2013- 2014

- Substitute art teacher for Art Department (grades 9-12)
- Paid consultant for maker/ art tech lab; curriculum writing for STEAM program

After School Art Instructor, The Thomas Mifflin School, 2003-2005

- Instructed art and design fundamentals to middle school students.
- Each class/ lesson plan was based on particular artists and their techniques

Volunteer Work

Assistant Director, CRUX Space Gallery, 2013- present

-Assistant director, curator, and social media manager of experimental new media gallery in Philadelphia.

Assistant Educator, The Hacktory, 2009- 2016

-Assistant educator for Kids' Club- helped teach kids basic science using creative projects Children ages 8 to 10- simple robots, kinetic sculpture, etc.

-Outreach assistant for The Hacktory- assisting with social media and digital outreach