**Objective** As a teacher, I want to partner with my students to create an environment of equity, empathy, activism, and growth. I will use my career experience and knowledge of the visual arts to work with students in finding and using their creativity for self-expression and self-discovery.

## **Education Experience**

Northeastern Illinois University, August 2020-May 2022 Teacher Licensure Program

Savannah College of Art and Design, August 2000-June 2004 Master Of Fine Arts in Painting

Bethany College (WV), August 1995-May 1999 Bachelor of Arts in Visual Arts

#### Licensure Area

Professional Educator License with Endorsement in K-12 Visual Art

# **Leadership & Volunteer Activities**

Foster home and Volunteer, One Tail at a Time Dog Rescue, Chicago, IL 2012- 2014

• Volunteered at various fundraising and adoption events as wells as provided foster homes for adoptable dogs.

### **Employment History**

## MB Real Estate, Millennium Park, Chicago, IL, October 2015 to July 2020

MB Real Estate is a full service real estate firm committed to maximizing the value of clients' real estate through timely innovative solutions and unparalleled client support.

Millennium Park is a state-of-the-art collection of architecture, landscape design and art that provide the backdrop for hundreds of free cultural programs including concerts, exhibitions, tours, and family activities. The park is a lively, spectacular gathering spot located in the heart of the city and a destination for Chicagoans and visitors alike.

### Operations Manager (Electrical and Art Installation) October 2015 to July 2020

- Oversee all Fine Art installations at Millennium Park to the satisfaction of all stakeholders.
  Reconcile creative goals of curators and artists with financial concerns of funders as well as engineering and other public safety requirements. Approve contracts and estimates. Schedule and supervise shipments and installation contractors.
- Consult and direct park electricians and insure adequate staffing levels for all electrical requirements.

- Develop and implement Standard Operating Procedures for training new hires.
- Develop and implement Standard Operating Procedures for interacting with contractors from bid collection to project completion.
- Project lead on retrofitting existing park lighting with more energy efficient and cost effective LED lighting solutions. Partial funds were provided via grant from the Illinois Clean Energy Community Foundation. Work with vendors, donors, and park staff to identify priority areas, fixtures, and secure additional funding. Prepare and send quarterly project reports to the ICECF.
- Advise park leadership on necessary capital projects, the required funding, and project timelines.
- Maintain Electrical supply levels and order replacement inventory as necessary.
- Reconcile electrician timesheets with vendor invoices, maintain annual supply and staffing budgets.
- Manage day to day operations of the park. Consult and direct custodial, security, and engineering staff as necessary to maintain a safe and clean environment for visitors, performers, and clients.

## Terry Dowd, Inc., Chicago, IL June 2011 to October 2015

Terry Dowd, Inc. is a leader in handling fine art, artifacts, and antiques; objects that are high in value, fragile and irreplaceable. TDI, Inc. is best known among museums for its superior packing services and its innovative adaptation of commercially available materials that meet conservation standards.

# **Project Manager (Special Projects)** July 2013 to October 2015

- Own key client interaction while conducting needs assessments to diagnose and deliver customized solutions for intricate art movement and storage challenges, resulting in mutually beneficial outcomes.
- Lead the execution of TDI's initiative to consolidate operations, giving consideration to asset utilization, database integrity and current inventory movement, resulting in a 3-site geographically dispersed footprint relocating into 1 new facility.
- Prepare custom project estimates with design, scope, budget and timeline considerations and negotiate project bids for clients as well as subcontractors and vendors.
- Plan and implement art installation, transportation, and packing projects for new and existing clients with a focus on unique or complex projects requiring specialized labor and equipment, exceptional installation solutions and/or other custom consideration.
- Leverage regulatory expertise and institutional relationships to ensure project solutions appropriately address and overcome spatial, structural, logistical, permitting and related municipal constraints.
- Manage multiple independent and remote projects simultaneously, coordinating staff, field work crews, subcontractors, and external contacts to meet client needs and exceed expectations.
- Train, supervise and mentor incoming Project Coordinators and Project Managers.

 Serve as primary relationship owner and partner to broad range of clients including museums, corporations, and private collectors.

## **Storage Coordinator** June 2012 to July 2013

- Managed three Fine Art storage facilities and inventories with an estimated value over \$1B.
- Advanced operations work flow and honed business infrastructure for improved logistical awareness.
- Directed storage of client inventory, including performance of the annual storage inventory audit to validate digital records aligned with the physical storage.
- Maintained storage climate equipment and controls for quality assurance and proper operations.
- Supervised and assisted in-house staff and field crews as necessary to complete key projects.

## **Art Handler (crew chief)** June 2011 to June 2012

- Managed all packing, transportation and installation of works of art spanning personal residences and private collections to professional institutions and galleries.
- Assessed art and inventory for value, transportation risk and appropriate handling procedures.
- Lead field teams and acted as liaison between client, field crews, and the main office.

## Self Employed, Chicago, IL June 2010 to June 2011

#### **Art Handler**

- Packed, transported, and installed various works of art in various environments, from private collections to world class museums.
- Assessed project scope and resourcing, hiring subcontractors as necessary for executional excellence.
- Supervised installation teams monitoring customer service and project efficiency.
- Inspected works of art for signs of wear, damage, or abuse to provide appropriate handling guidance.

# **Skills**

# **Computer Skills**

**Office Applications**: MS Office Suite, iWork, Adobe Creative Suite **Database**: Filemaker Pro, Microsoft Access, Gallery Systems

**Programming:** Python, HTML, Ruby **Platforms**: OSX, Windows, and Linux

# **Other Skills**

Rigger/Signalperson Certification from Crane Institute of America Forklift operation