

#### CONTACT

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Denver, CO





### HARD SKILLS

Adobe Photoshop Adobe Illustrator Adobe InDesign Adobe AfterEffects Adobe Premier Pro Adobe Bridge Figma Canva Google Suites

## **SOFT SKILLS**

Microsoft 365

Organization
Communication
Adaptability
Relationship Building
Collaboration
Patience
Team Building

### OTHER EXPERIENCE

Soccer Coach Volleyball Coach Co-coach of Math League Sales Associate Intramural Referee

# **ABOUT ME**

Loving Aunt Avid Skiier Dog Mom

# **OBJECTIVE**

A recent Graphic Design graduate from RMCAD seeking an entry level position that utilizes all my skills to establish a rewarding and challenging experience at a reputable organization.

### **EDUCATION**

2023 BFA Graphic Design, Rocky Mountain College of Art & Design, Denver, CO.

**2012 BA Elementary Education** with a Concentration in Mathematics and English as a Second Language, Kansas State University, Manhattan, KS.

### **EXPERIENCE**

# Susan Norris Graphic Design / 2021 - Current

Freelance Graphic Design

- Develop several unique designs for varying clients in the Denver metro area.
- Collaborate with clients on desired product outcome.
- Create and implement contracts between business and clients.
- Produce several designs within the allotted time frame.

#### Bridge Education Group / 2021 - 2023

Marketing Assistant

- Create and schedule all company social media profiles (over 120K followers).
- Facilitate promotions for the company with a designer, web team, and others.
- Design featured images in collaboration with company journalists.
- Support all Bridge staff in several image based tasks, such as resizing, reformatting, content creation, and editing.

#### Swigert International School - Denver Public Schools / 2019 - 2021

Program Supervisor - Extended Learning and Community Schools

- Managed a before and after school program of over 100 students. Hired, trained and directed 9 staff members in creating engaging lessons, behavior management techniques, and daily activities.
- Facilitated with providers in hosting 16 different Enrichment classes at the site throughout the year including summer camp.

#### East Middle School / 2015 - 2019

Aurora Public Schools - 8th Grade Teacher  $\,$  / Title I school with ~75% free and reduced lunch, low income, families / Middle Years Program endorsed school,

- Built a welcoming environment to mentor and be a role model.
- Taught English as a Second Language, General Education and Advanced cohorts.
- Implemented Teacher Development Group strategies in classroom teaching for peer observation and training.