

Work Experience

Freelance Graphic Designer: Pittsburgh, PA (June 2005 – present / part time)
www.designbytricia.com

Recent clients include:

- **Handmade Arcade**, Print design, web design and programming, social media (2010 - present)
- **Pittsburgh Cultural Trust**, Responsive Web Design for the annual EQT Children's Theater Festival (2015)
- **ACHIEVA**, Communications and Marketing Department, Print Design (2012 - present)
- **Sylkey Scrubs**, Packaging, Logo, Branding Design (2014-2015)
- **UPMC**, Patient Experience Communications Department, Production Design (2012-2013)
- To view complete client list and some work samples, visit **www.designbytricia.com**

Projects include:

- Print Design including Marketing Collateral, Advertisements, Brochures, Annual Reports, Newsletters, Postcards, Invitations, Fliers, Programs, Product Packaging, CD Jackets, Stickers and Inserts, Fundraising Direct Mail Pieces, Business Cards and Logos
- Web Design, Development and Programming, CSS and WordPress expert
- Production Design
- Logo and Branding

Handmade Arcade: Pittsburgh, PA (2010 - present / part time)
www.handmadedearcade.com

Positions:

- Executive Director (2015 – present)
- Director (2012 – 2015)
- Sponsorship Coordinator & Grant Writer, Planning Committee, Event Co-coordinator (2010-2012)

Responsibilities include:

- Oversee the planning, grant writing, and fundraising efforts
- Manage the budget and finances
- Design and program the Handmade Arcade website and blog
- Oversee public relations and marketing team
- Organize applications (300+ per year) and jurying of applicants
- Work directly with the Convention Center event planners
- Ensure all permits and insurance are properly procured
- Oversee all marketing collateral
- Organize and oversee all outreach, vendor relations and volunteers

Handmade Arcade's annual, day-long event welcomes 150+ vendors and attracts between 8,000–10,000 attendees. It is held at Pittsburgh's David L. Lawrence Convention Center.

WYEP 91.3FM: Pittsburgh, PA

Web Director and Print Designer (February 2002 – August 2005)

www.wyep.org

Responsibilities:

- Designed and oversaw the production of print material including membership, capital campaign and marketing collateral
 - Designed and programmed heavily trafficked robust site
 - Worked closely with the Development department to enhance website and online giving
 - Created a secure, dynamic online donation form whose pledges can be viewed from a secure backend
 - Created a separate website for the WYEP Capital Campaign
 - Launched an overwhelmingly successful email marketing campaign to support station events and fundraising efforts that is sustained to this day
-

Education

Duquesne University, Pittsburgh, PA

MS in Multimedia Technology, 2000 (GPA: 4.0)

Chatham College, Pittsburgh, PA

BA in English Literature, Minor in Media Art, 1996 (GPA: 3.7)

Graduated cum laude

Member of Sigma Tau Delta (English Honors Fraternity)

Skills

Adobe Creative Suite, Writing and Editing, HTML, CSS, WordPress

Volunteer Work

Brentwood Library: Advisory Board Member (November 2013 - present), Board Treasurer (2016)

The Girls Scouts of America: Co-leader for Daisy, Brownie and Junior Troops (2009 – present)
Work with 25-35 elementary school aged girls with the goals of helping the girls realize their dreams and become tomorrow's leaders through inspiring growth, confidence, courage and character.

Basketball Coach for Brentwood Girls Metro 3rd and 4th grade team (2015, 2016)

Soccer Coach for Brentwood Area Soccer Association (2011, 2012, 2013)