

7/28/05

Rebecca B. Bennett
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Employment history:

COLLEGE DRAWING TEACHER

Academy of Art University; San Francisco, CA (September 2001 to present)

- Teach rapid visualization sketch, drafting, and rendering techniques to Industrial Design Students
- Develop and teach online classes
- Assist with the development of the curriculum
- Create over fifty original handouts for online and on campus student for two IDS classes

IDENTITY DESIGN

The Roustabouts; Albuquerque, NM (June 2005)

- Created identity and multiple logo instances for CD, t-shirts and bumperstickers

PRODUCTION AND DESIGN CONSULTANT

Mammoth Bouldering Championship; Northampton, MA (May 2005)

- Guided the design, content development, and production of website

WEB DESIGNER

Chamblin Furniture (chamblinfurniture.com); San Francisco, CA (June 2003 to August 2003)

- Created identity, print collateral, and website design

WEB PROJECT MANAGER, DESIGNER, WEB PRODUCER

SweetRush; San Francisco, CA (February 2002 – present)

- At any given time, managed a 10-person team and coordinated 10–20 Web projects totaling approximately \$500,000
- Maintained project schedules, extranets, and filing systems
- Served as primary client contact
- Led internal and external project meetings

WEB DESIGNER

SkyIndigo Yoga; San Francisco, CA (February 2002 to September 2002)

- Create identity and business system
- Design and build website
- Assist with the development of the Marketing strategy
- Manage and edit web content

WEB DESIGNER

Leah Frink (leahfrink.com); San Francisco, CA (September 2002 to December 2002)

- Created identity and website design

WEB DESIGNER

Tellus Institute; Boston, MA (October 2001 to November 2001)

- Created User Experience solution for content rich website
- Designed website and logo
- Technical consultant for the building, hosting, and implementation of the website

GRAPHIC DESIGNER

Telamon, Inc.; Oakland, CA (July 2001 to November 2001)

- Designed and produced Flash movie depicting the product's operation
- Created graphics, illustrations, icons, technical diagrams, and design template for slide shows
- Developed diagrams and marketing brochures

OUTLOOK CONSULTANT, TEACHER

PAWS; San Francisco, CA (September 2001 and November 2001)

- Created customized plan and provided one-on-one coaching

OFFICE MANAGER

Vicksburg Collective; San Francisco, CA (March 2001 to September 2001)

- Established and maintain accounting and filing processes at a small Web design firm

PROJECT MANAGER

Mainsail; Berkeley, CA (September 2000 to March 2001)

- At any given time, coordinated 10–20 projects totaling approximately \$500,000
- Managed a 10-person team encompassing Design, Production, Marketing, and Engineering
- Maintained project schedules, extranets, and filing systems
- Tracked project costs and resources
- Served as primary client contact
- Led internal and external project meetings
- Developed functional specifications for the intranet of an international PR firm
- Helped develop proposals
- Introduced User Experience principles and tools and created UE specifications, site maps, and writing style guides for each project
- Established project methodology and drove development of Production, Design, and UE documentation
- Edited and QA'd project deliverables
- Assisted with Web production
- Facilitated cross-department communication and teamwork
- Contributed to company strategy meetings

ASSOCIATE PRODUCER

Phoenix Pop Productions, San Francisco, CA (December 1999 to August 2000)

- Served as associate producer on multi-million-dollar Web projects: WineShopper.com, RosaRewards.com, and a P2P banking/credit card site
- Tracked resources/costs, created status reports, and kept meeting minutes and action item/risk logs
- Documented requirements, led meetings, and mediated department, vendor, and client needs
- Established a rapid production/development/QA process for RosaRewards.com
- Coordinated client co-location logistics
- Maintained a client communications extranet, using HomeSite to hand-code and edit HTML

ASSOCIATE PROJECT MANAGER

Jones Lang LaSalle; San Francisco, CA (March 1999 to December 1999)

- Managed 71 retail Bank of America projects totaling \$2.7 million over six months
- Coordinated construction and tracked computer conversion costs at 400 BofA retail branches
- Developed proposals, budgets, and scopes of work for BofA construction projects

DRAWING TEACHER

Private Drawing Lessons; San Francisco, CA (May 1999 to September 1999)

- Developed personalized curriculum for students of varied levels and abilities
- Provided one-on-one instruction while emphasizing the importance of learning as a group
- Focused on structure drawing, composition, basic skills

PICTURE FRAMER AND GALLERY ATTENDANT

Robert Clements Gallery; Portland, ME (May 1996 to October 1997)

- Created custom mats and frames for fine art
- Helped customers with aesthetic decisions
- Assisted with the curator duties for shows

ART TEACHER

Youth Alternatives; Portland, ME (May 1996 to July 1998)

- Taught art skills to emotionally disturbed boys ages 8–18 at a youth shelter
- Developed curriculum and coordinated the acquisition of supplies
- Strategized with classroom teachers and shelter staff to manage behavior issues

ADMINISTRATIVE ASSISTANT (TEMPORARY POSITIONS)

McCarthy Brothers Construction, San Francisco, CA (January 1999 to March 1999)

First Security, Las Cruces, NM (July 1998 to September 1999)

Forum Financial Group, Portland, ME (February 1998 to June 1998)

LEAD PROJECTIONIST

General Cinemas - eight screens, new releases; South Portland, ME (July 1997 to February 1998)

- Build up and broke down all shows
- Projected movies
- Provided maintenance and supervised tech visits as needed

PROJECTIONIST

Keystone Theater - three screens, art house; Portland, ME (July 1996 to June 1998)

- Projected movies
- Built up and broke down shows as needed

PROJECTIONIST, CONCESSIONIST

The Movies - one screen, art house; Portland, ME (June 1992 to December 1997)

- Projected movies
- Built up and broke down shows as needed
- Sold tickets and concessions
- Cashed out end of night receipts
- Managed inventory of all supplies and concessions

Training and Exhibitions:

MELT (group show) at the Art Explosion, San Francisco, CA (April 2005)

Academy Art University Teaching Conferences, San Francisco, CA (January 2005, August 2004, January 2004, August 2003, January 2003)

Etching 2, Academy Art Academy, San Francisco, CA (Fall 2003)

Typography 1, Academy Art Academy, San Francisco, CA (Spring 2002)

Metalsmithing Studio, Revere Academy, San Francisco, CA (December 2001 – February 2001)

Presenting Data and Information by Edward Tufte, San Francisco, CA (December 2001)

Volunteer Work:

SFMOMA, San Francisco, CA (September 2001 – present)

PAWS (Pets are Wonderful Support), San Francisco, CA (November 1999 – November 2001)

Execution of the described plan will enhance my teaching by keeping my informed of emerging technology, educate me on cross-discipline (computer versus drawing) terminology, continue to engage my sense of curiosity with regards to Industrial Design and the learning and teaching process.