

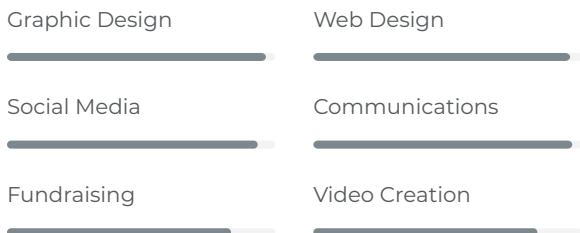


■ GRAPHIC DESIGNER

**ABOUT**

Experienced Graphic Designer with a demonstrated history of working in the non-profit and for-profit sectors. Skilled in Adobe Creative Cloud, WIX, WordPress, Microsoft Office, written communications, and community outreach & engagement. Strong creative professional with a diverse background and a heart for service to others.

**SKILLS**



**EDUCATION**

- **M.S. EDUCATION & SOCIAL POLICY**  
NORTHWESTERN UNIVERSITY • EVANSTON, IL
- **BACHELOR OF FINE ARTS**  
MISSOURI STATE UNIVERSITY • SPRINGFIELD, MO
- **MONTESSORI DIRECTRESS CERTIFICATE**  
UNIVERSITY OF CALIFORNIA, IRVINE • IRVINE, CA

**REFERENCES**

**CALVIN BURTON**  
DEVELOPMENT & DONOR RELATIONS MANAGER  
COMMUNITY HOME TRUST  
**PHONE**  
919.967.1545 ext 310  
**EMAIL**  
cburton@communityhometruster.org

**LINDA SMITH**  
EXECUTIVE DIRECTOR  
FAMILY PROMISE OF BUTLER COUNTY  
**PHONE**  
513.907.8235  
**EMAIL**  
lsmith@familypromisebutlercounty.com

**RECENT EXPERIENCE**

2019 - Present

**RSVP DESIGNS, LLC**

OWNER/GRAPHIC DESIGNER

Lead a boutique graphic design and marketing services firm, specializing in:

- digital and print marketing materials
- website design
- logo design
- social media & email campaigns

Projects & Results:

- Designed, built and redesigned 10+ websites
- Designed digital and print materials for 11 fundraising campaigns bringing in over \$230K in 2 years
- Developed package design for a new line of products to be released at retail in 2023
- Created Executive Summaries, Annual Reports, one-pagers, and mailers for multiple organizations

Some Current & Recent Clients:

- Family Promise of Butler County, Hamilton, OH
- LeSauce, LLC, San Antonio, TX
- Community Home Trust, Durham, NC
- WarDocs Military Medicine Podcast, San Antonio, TX
- Anavo Growth Partners, Cincinnati, OH

2012 - 2019

**FAITH COMMUNITY UNITED METHODIST CHURCH**

OUTREACH PROJECT COORDINATOR

- Coordinated volunteer recruitment and scheduling
- Led logistics and procurement of items and resources to support missions
- Assisted the Director of Outreach in strategy, communications and execution of all events.

COMMUNICATIONS SPECIALIST

- Led marketing and communications to promote awareness of Faith Community UMC Missions' ministries, increase funding, and source volunteers
- Designed communication materials in the form of brochures, signs, banners, slide shows, electronic communications, and video presentations

2019 - Present

**CATHCHAFIRE**

GRAPHIC DESIGNER VOLUNTEER

- Completed 20 pro bono design projects for nonprofit organizations with a total impact of \$55,000 to date

2020 - Present

**FAMILY PROMISE OF BUTLER COUNTY**

COMMUNICATIONS CHAIRPERSON, BOARD OF DIRECTORS