

EMILY FLYNN

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“ Art director specializing in the design of printed marketing materials and websites. ”

EXPERIENCE

Emily Flynn Design

Ulster Park, NY

September, 2007 — Present

Owner

- Conduct all aspects of running small business; sales, business development, project management and client relations
- Recent projects: social media, websites; 2010 Kingston Calendar, corporate identities, gala invites, editorial design, and other printed communications

Arts Society of Kingston

Kingston, NY

February, 2008 — March, 2010

Communications Director

- Managed all external publicity with press releases, direct mailings, e-newsletter, printed gallery guide and website
- Managed scheduling for 17,000 sq. ft. gallery and performance space
- Reported on monthly events, projects and publicity to Board of Directors

Synapse Group, Inc.

A subsidiary of Time Warner, Stamford, CT

July, 2005 — June, 2007

Art Director, Corporate Communications

- Delivered publications including: company magazine, quarterly financial handout, company meeting takeaways, company intranet site, posters, presentations, company manual, handbook and more
- Maintained relationships across an organization of 275 employees to define communication needs
- Developed and applied consistent look to external company materials including: sales presentations, mock ups, sell sheets, product catalog, and advertisements

March, 2004 — July, 2005

Associate Art Director

- One of three person team which produced in-statement credit card media, averaging 800 million printed pieces/year
- Designed a loyalty program for American Express, Chase, Citibank and others which doubled response in 2004

August, 2002 — March, 2004

Graphic Designer

- Produced direct mail campaigns for a range of product categories: magazines, books, software, DVDs, and others

Salderelli Design

Port Chester, NY

September, 2000 — July, 2002

Graphic Designer

- Managed projects from proposal through invoicing
- Responsibilities included client relations, project management, business analysis, mock-ups, press runs, and art direction
- Produced: corporate identities, endowment solicitation packages, websites, newsletters and advertisements

SKILLS

- Adobe CS4: Photoshop, InDesign, Illustrator, Flash, Dreamweaver
- Microsoft: Word, Excel and PowerPoint
- Social Media: Facebook, Twitter and Word Press
- Web Standards: CSS, HTML, some Javascript and some ActionScript

EDUCATION

- Purchase College, State University of New York, School of Art + Design, Purchase, NY
- Bachelor of Fine Arts: Concentration in Graphic Design, May 2001. GPA 3.49
- Summer semester in Piciota, Italy, 2000

ACHIEVEMENTS

- Kingston Open Studios Tour, Co-organizer, 2008
- Vermont City Marathon, Burlington, VT; May, 26th, 2008