Barb Levy

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(206) 920-0670

PROFESSIONAL AND VOLUNTEER EXPERIENCE

Online Production Lead **Grace Church, Bainbridge Island, WA** **2021 – present**

- Design and produce weekly eNews (see samples here and here)
- Update design and functionality of website (gracehere.org)

Parish Administrator **St. Dunstan's Episcopal Church, Shoreline WA** **2016 – 2022**

- Support clergy, staff, parish, visitors, and manage office and facilities
- Design and maintain website, eNews, digital announcement displays, and social media pages
- Produce bulletins, brochures, signage, banners, stewardship materials, mailings, annual reports

Freelance Graphic Artist **2000 – present**

- Design and produce a wide variety of print publications, including books, directories, signs, brochures, ads, technical documents, forms, business cards, annual reports
- Design, create, and maintain websites for a variety of clients
- Project coordination with clients, writers, artists, proofreaders, editors, and printers

Volunteer Graphic Artist **St. Paul's Episcopal Church** **1994 – present**

- Design and create a wide variety of printed materials, including the parish profile, Triduum and Requiem service bulletins, annual reports, business cards, bookmarks, book plates, pew cards, stewardship pledge cards, indoor and outdoor signage

STRENGTHS

- Skilled and resourceful publication designer with emphasis on clean, clear, and consistent layout
- Ability to work efficiently, manage simultaneous projects, and meet deadlines under pressure
- Devoted to both technical accuracy and aesthetic detail in the publishing arts
- Works collaboratively in corporate, creative, non-profit, and volunteer environments
- Works well independently, taking initiative and responsibly following a project through to completion

SOFTWARE AND APPS USED (Mac and Windows platforms)

- Adobe Creative Suite (InDesign, Photoshop, Illustrator, Acrobat, Muse)
- Microsoft Office Suite (Word, Excel, PowerPoint, Publisher)
- Wordpress, Wix, MailChimp

EDUCATION

Bachelor of Arts, The Evergreen State College, Olympia, WA

Graphic arts and typography apprenticeship, Graphic Ideas, Rochester, NY

Methods of Book Design, Northeastern University, Boston, MA

REFERENCES

- Click here to see client reviews.
- Additional references available upon request.