**Jane Doe**

Williams College

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Education **Williams College, Williamstown, MA**

Bachelor of Fine Arts, Studio Art — 2016

Skills **3D**: Refined skills in casting plaster forms, model making techniques and working with a wide variety of woodworking processes and equipment. Able to work in plastics and basic knowledge of welding and metal forming processes. Skilled in use of shop tools including band saws, lathe, belt sander, drill press, and joiners.

**2D**: Drawing — Utilize sketching and detailed drawings to work out sculptural ideas; can easily translate three-dimensional ideas on paper for purposes of developing them into objects. Photography — Extensive work with 35mm and digital cameras, printing black and white film and working with digital images using Photoshop.

**Computer**: Macintosh and PC. Working knowledge of Form Z and AutoCAD. Photoshop, Illustrator, and Microsoft Word. Ability to learn programs quickly and adapt them to studio needs.

**Organizational**: Ability to thoroughly research, organize, and manage projects from concept to production. Strong client communication experience and office skills — answering phones, data entry, and meeting deadlines.

Related Studios **Public Art, Williams Art Department, Williamstown, MA**

and Experience Open Shell: Public Art Project Proposal — 2014

Developed site-specific sculptural piece made of fiberglass, metal and cast concrete for a public park in Williamstown. Concept based on a chambered nautilus shell with expanded and abstracted shell segments including chambers that allow a child or adult to enter the piece and climb, walk or sit within it. Formal proposal submitted including artist statement, detailed description of the piece, budget for fabrication and installation, and hand drawn and computer renderings of proposed sculpture.

**Somerville Community Arts Center, Somerville, MA**

Summer Art Instructor — 2012, 2011

Taught art day camp program for children aged 8 to 12 years old. Under the direction of lead teacher developed lessons and provided class instruction independently once a week. Supported lead teacher with regular assistance to students throughout class sessions by guiding their use of materials and encouraging their creativity.

Other **Office of Student Life, Williams College, Williamstown, MA**

Experience Resident Assistant — 2013–present

Coordinate activities for dormitory floor of 30 students; provide guidance to students adjusting to college life; plan social gatherings; and problem solve roommate conflicts. Work as a team with other housing coordinators.

Exhibitions Studio Art Senior Thesis Show, WCMA, Williamstown, MA — 2016

Geometry, Johnson Craft Gallery, Racine, WI — 2014

Fresh Cut, Wexler Art Center, Jersey City, NY — 2013

Mano Grande, San Diego Museum, San Diego, CA— 2011