

# Jade F. Lee

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## EDUCATION

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*Spring 2011*     **St. Mary's College of Maryland:** Bachelor of Arts, Art (Studio) GPA: 3.4

*Fall 2010*     **Center for Medieval and Renaissance Studies, Oxford:** Semester study abroad program

### Relevant Coursework:

Digital Imaging	Visual Thinking	Educational Psychology
Drawing and Printmaking	The Artist Naturalist	Exceptionality
The Art of the Book	The Artist in Context	Language Acquisition

## SKILLS

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### Design

- Used Adobe Photoshop and Dreamweaver to construct personal artist portfolio website.
- Edited visual appearance of website using HTML and CSS modifiers.
- Designed original character concepts for a videogame entry to Microsoft's 2011 Imagine Cup contest.
- Contributed to cover and page layout designs for The Art of the Book course view-book publication.
- Assembled miniature versions of Sue Johnson's artist's books as promotional material for her work.
- Printed and distributed hand-made zines about ocarinas and ethics to campus community.
- Set up artwork and displays for Boyden Gallery's "Across the Ages: An Alumni Art Exhibition."

### Communication

- Able to speak fluently in Mandarin Chinese and intermediately in French.
- Held hall meetings and constructed bulletin boards to inform residents of community rules and resources.
- Printed flyers advertising campus artists-in-residence's open studio events.
- Prepared reading materials and invented learning activities for second grade students.
- Aided middle school art teacher to implement lesson plans for students with physical/learning disabilities.
- Greeted summer gallery visitors to provide current exhibition information.
- Provided friendly and efficient customer service to campus bookstore visitors.

### Administration

- Kept weekly office duty hours and rounds to enforce residential safety and rules.
- Assisted in the dormitory resident check-in and check-out process.
- Met with visiting artists to discuss artwork and schedule open studio events.
- Assisted in documenting an up to date inventory of the campus art collection.
- Input updated collection inventory into database using Microsoft Excel spreadsheets.

## EXPERIENCE

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*2009-2010*     **Resident Assistant**, Office of Residence Life at St. Mary's College of Maryland

*2009-2010*     **Student Studio Assistant** for Sue Johnson, Professor of Art at SMCM

*2009-2010*     **Student Liaison**, artist-in-residence program at St. Mary's College of Maryland

*2009-2010*     **Volunteer Tutor**, placement experience with St. Mary's County Public Schools

*Summer 2009*     **Gallery Assistant**, Boyden Gallery at St. Mary's College of Maryland

*2008-2009*     **Sales Associate**, Campus Bookstore at St. Mary's College of Maryland

## AWARDS & HONORS

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*Spring 2010*     **Joseph Marion Gough, Jr. Excellence in Art Award:** PNC Bank Leonardtown, MD

*2008-2010*     **Dean's List:** St. Mary's College of Maryland

## EXHIBITIONS & PUBLICATIONS

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*Fall 2010*     **The Art of the Book Seminar Show:** Center for Medieval and Renaissance Studies, Oxford

*Fall 2010*     **The Artists of the Book:** Course view-book published through blurb.com

*Summer 2010*     **PNC Bank Show:** Leonardtown, Maryland

*Spring 2010*     **Annual All-Student Art Show:** Jayme A. McLellan (Juror); St. Mary's College of Maryland

*Fall 2009*     **Self-Published Zines:** "Legend of the Ocarina"; "Justice & the Poet"

References available upon request