

Molly Hill R.G.D.

goodgolly.ca



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Summary:

- part-time Graphic Design Faculty at Conestoga College, small business owner, freelance graphic designer
- more than a decade of design, print production, marketing & project management experience
- design & print production expertise for publications - magazines, catalogues, brochures
- 3 years of immersion in design and marketing with not-for-profit arts and charity fundraising clients
- collaborative partnerships with clients, suppliers and artists is a driving force in my work
- client-focused problem solver with particularly strong research capabilities
- a unique combination of creativity and business acumen
- intuitive, detailed, resourceful, efficient, terrific communicator
- professional user of Adobe Creative Suite 4; occasional user of Quark, Filemaker, Quickbooks and Microsoft Office suite

Work Experience:

PART-TIME FACULTY, GRAPHIC DESIGN DEPARTMENT Conestoga College, Kitchener, ON 9/2009 - present

Conestoga's Graphic Design program is recognized as one of the top design programs in the province.

- I instruct 2nd and 3rd year students in Print Production and Client Services/Self-Employment Strategies.

PROJECT MANAGER Barefoot Creative Inc., Kitchener, ON 8/2006 - 6/2009

Barefoot Creative is a global, full-service fundraising and communication agency.

- project management for 20-50 projects simultaneously, from concept stages to delivery
- print production management
- direct mail planning and production
- media buying for print publications, TV and radio
- collaboration with designers and account managers for strategy and concept development
- prepare & implement time lines, monitor budgets, assist in forecasting and tracking costs
- assist with account management, including client and sales support

SENIOR DESIGNER Punch & Judy Inc., Stratford, ON 8/2005 - 8/2006

Punch & Judy is a boutique agency specializing in design and illustration for theatre and the performing arts. Clients include: The National Ballet of Canada, Yale University, The Shaw Festival, Theatre Calgary, Heritage Stratford, various local restaurants including Rundles and Pazzo.

- direct assistant to Scott Mckowen & Christina Poddubiuk
- strategize, conceptualize and design for print communications (advertising, marketing materials etc.)
- manage ad campaign production for newspaper and magazine
- client services and collaboration
- print production including purchasing, preparing files to print and press approvals
- management of studio including scheduling, time tracking and network administration



PRODUCTION MANAGER & ASSOCIATE ART DIRECTOR Azure Magazine, Toronto, Ontario 8/2002 - 8/2005

Azure Magazine is an award-winning design and architecture magazine. They are also publishers of Designlines Toronto, Montreal and the IIDEX/Neocon Show Directory.

- responsible for all issues pertaining to the visual integrity of Azure publications
- pagination layout for all publications
- drive visuals to meet editorial vision
- source, assign, and manage all artist relationships (photographers, external designers)
- design for Azure sponsored industry events, media kits, ads, IIDEX/Neocon Show Directory
- hire and manage interns
- attend and direct photo shoots
- print purchasing and management of supplier relationships
- schedule all publications, budgeting, forecasting and cost tracking
- trafficking for advertisement material, including ad building and client services
- production for all publications including: scanning, colour correction. prep and press approvals

CATALOGUE & INTERNET PROJECT LEADER Ganz, Toronto, Ontario 3/1999 - 8/2002

Ganz is a North American distributor of plush toys, candles and giftware. Their most recent success story is their line of WebKinz animals.

- produce catalogues and sellsheets within an in-house marketing environment
- direct planning stages: lead creative briefing, paginate based on sales projections, direct layouts
- production including product photography approval, pages assembly, proofing and press approvals
- art direction for on-line endeavors
- prepare and implement marketing plans and project proposals pertaining to online initiatives
- content planning, production, some copywriting and all maintenance for multiple web sites
- collaboration with Senior Management, Product Development, Sales, Customer Service
- train and mentor assembly artists and junior staff
- managing external suppliers
- industry research & report writing

Education:

Bachelor of Fine Arts Honors Degree, (Communication Design/Visual Arts) York University, 1998

Career Development Training:

Registered Graphic Designer of Ontario Accreditation, June 2008

DPA, Toronto, ON: Quark 5.0 Advanced, Sept. 2003; Photoshop 7.0 Advanced, Sept. 2002, Flash 5.0 Intro, Feb. 2002; Photoshop 6.0, Aug. 2001; Dreamweaver Intro & Advanced, July 2001; HTML 1, Mar. 2000