

# MARY REED

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## DESIGN EXPERIENCE

### **Winsor Cobb Design** | South Boston, MA | 2008–2010

Designed and managed quarterly newsletters for Children's Hospital Boston, Tufts Medical Center and Jordan Hospital. Managed extensive ad programs, coordinated local and international photo shoots, managed branded brochure systems and provided daily client contact and project management for a variety of print and interactive projects.

### **Pangaro Beer Design** | Brookline, MA | 2007–2008

Designed print and interactive media for a wide range of clients. Lead concept development and design of Northeastern's College of Professional Studies alumni magazine. Developed architecture and design of 50+ page Flash-based website for Jobs for the Future. Designed online banner system for Harvard Business School Executive Education. Collaboratively managed 40+ brochure system and 100+ international print and banner ad program.

### **Snakebite Design** | North Chelmsford, MA | 2005–2007

Designed packaging and collateral for major retail wholesale chain. Provided project management and daily client contact. Other clients included Wellness, Joseph's Pasta, Blue Seal and By Nature Pet Foods. Collaboratively managed 3-person studio, provided conceptual development, photo shoot art direction and participation in client presentations.

### **Brown, Richardson & Rowe** | Boston, MA | 2003–2005

Maintained daily operations of landscape architecture office. Participated in the design of graphics at the Garden of Peace, Au Bon Pain and Cape Cod Rail Trail.

## OTHER EXPERIENCE

### **Expert Communications** | San Francisco, CA | 2000–2002

Developed procedures to maintain organization and productivity of small advertising/direct mail agency as it tripled in size. Assisted in creating estimates, proofreading, production of small mailings and traffic management to create studio efficiency.

### **University of Chicago Field School** | Cedar Crest, NM | 1999

Participated in summer field school in Southwestern Archaeology.

### **Battered Women's Service** | Poughkeepsie, NY | 1998

Interned at YWCA's Battered Women's Service. Answered crisis and non-crisis calls, counseled victims of domestic violence, assisted in school presentations and advocated for clients in criminal and family court.

## EDUCATION

### **Massachusetts College of Art and Design** | Boston, MA | 2003–2006

Graphic Design Certificate program.

### **Vassar College** | Poughkeepsie, NY | 1994–1999

Bachelor of Arts Degree in Anthropology.

## COMPUTER SKILLS

Adobe CS5, Quark, Microsoft Office, Dreamweaver, Extensis Portfolio.