

KAREN ALTSCHUL

VERNON HILLS, ILLINOIS, 847-736-0718 KSGA71@YAHOO.COM.

EXPERIENCE

David Adler Music and Arts Center— Current role: Marketing Coordinator

Administrative Team, Art Faculty

June 2013 - present

My current role as the Marketing and Communications Coordinator allows me to focus on social media, marketing the Center's programs, as well as designing ads and marketing collateral, website maintenance, event and program photography. Our media presence has grown since I have been in this role, and I've been a part of a team that has increased revenue for this small not-for-profit arts organization. I have occupied many roles over the past few years that have included customer service, enrollment and sales, office management. I also was part of the faculty for the center's fine arts summer camp, I created my own lesson plans for painting, mixed media, clay, and a variety of themed classes. My classes included children between ages 4 and 12. An exhibition was held at camp's end to display the artwork.

Hawthorn School District 73

Substitute teacher

August 2014 - 2015

Lunch and recess supervisor

August 2012 - June 2014

I supervised up to one hundred K-5th grade children at a time during their lunch and recess period.

Volunteer

September 2007 - present

I've been a coordinator and lesson leader for the Art Adventure program, which brings fine art and art theory into the classrooms. As coordinator, I organized volunteers, and managed the lesson material and art supplies. I was also co-chair of an event for about 200 adults and children.

The Art Institute of Chicago, Photo Editor, Publications

March 2000-May 2002

Responsibilities included acquisition of the photography of artwork and the appropriate image rights that were used in museum publications, as well as editing the photo rights page. I worked with editors, curators, librarians, artists, and the museum's photography department.

Organic, Chicago, Production Artist

February 1999-January 2000

I worked with the art directors, designers, content engineers, and clients to coordinate the graphics production for websites. This included negotiating time frames, image creation and optimization, and hiring freelancers. I created and optimized images for web sites, as well as provided guidelines and graphic specifications.

Anixter Inc., Graphic Designer, Illustrator, Marketing Communications

March 1995-February 1999

I worked as a graphic designer and illustrator for the networking campaigns department and the marketing communications department of Anixter's worldwide headquarters.

EDUCATION

BA in Fine Art, Illinois State University, 1993

additional studies

photography, art history, language: Istituto dell'arte, Firenze

watercolor, illustration, figure drawing: Art Institute of Chicago

Skills

My computer skills include Photoshop, Illustrator, InDesign, Quark, Microsoft Office, QuickBooks, WordPress, Constant Contact. I use social media platforms Facebook, Instagram, and Twitter. I am literate in Italian, Spanish, and French. I also regularly exhibit painting and fine art photography. www.karenaltschul.com