

Sarah E. Walker

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EDUCATION

University of Cincinnati | *Cincinnati, OH*
College of Design, Architecture, Art, and Planning
Fine Art Co-Op Program

Bachelor of Fine Arts
Aug 2018 - May 2023

EXPERIENCE

Edustaff LLC | *Grand Rapids, MI*

- Effectively follow and deliver lesson plans
- Manage classroom behavior and maintain a calm learning environment
- Assist students of all grade levels in assigned subject

Substitute Teacher
Sept 2023 - Present

Kennedy Heights Arts Center | *Cincinnati, OH*

- Install/Deinstall and document large, unconventional gallery spaces
- Provide detailed information on Kennedy Heights Arts Center history, education opportunities, and exhibitions
- Handle art of a variety of mediums, prices, and hanging mechanisms
- Assist members of my team in capacities such as art education, gallery management, event planning, and studio maintenance
- Market exhibitions, events, and artists on social media
- Provide customer service in the Art Shop
- Record inventory of 50+ local artists

Gallery Assistant
Jan 2023 - June 2023

Gallery Intern
Aug 2022 - Dec 2022
Aug 2021 - Dec 2021

ArtWorks | *Cincinnati, OH*

- Conducted site assessments and weekly meetings with lead artists
- Collaborated with team members and local artists
- Provided artists with creative briefs and feedback
- Gained vital problem-solving and adaptability skills
- Utilized softwares such as Basecamp and Microsoft Teams

Creative Projects Intern
Jan 2021 - Apr 2021

Prizm Art Supplies | *Indianapolis, IN*

- Distributed a variety of products for a wide range of mediums
- Communicated with 100s of customers and provided extensive knowledge on merchandise
- Stocked inventory and handled store maintenance

Sales Associate
June 2019 - Aug 2019

SKILLS

- Adobe Creative Suite
- Microsoft Office Suite
- Gallery Maintenance
- Gallery Documentation
- High End Art Sales
- Customer Service
- Administrative Skills
- LinkedIn Social Media Marketing Certificate
- Digital and Analog Photography
- Studio Lighting
- Wheel-thrown Ceramics
- Relief Printmaking