Eloise Baker

eloisebaker.com | ebaker@eloisebaker.com

WORK EXPERIENCE

Graphics and Communications Associate, MCLA Arts & Culture   **February 2021-September 2023**
- Renovate and update website; create new organization logo; design promotional materials for exhibitions and events; set up virtual art exhibitions and assist with in-person art installation; began as intern and was hired as staff member in September, 2022

Visitor Services Associate - deCordova Sculpture Park and Museum, Lincoln, MA   **Summer 2022**
- Sold tickets and organizational memberships; greeted visitors and answered questions; acted as security guard within art galleries; assisted with running private events

Graphic Design Intern - MCLA Institute for the Arts and Humanities   **September 2021-May 2022**
- Renovated and updated website; increased consistency in branding; designed print materials and social media graphics to promote events; contributed to community workshops

Peer Mentor - MCLA Special Interest Arts Academy   **Summer 2021**
- Planned and conducted arts-based activities to welcome entering first-year college students

Academic Tutor - Massachusetts College of Liberal Arts, North Adams, MA   **February-December 2020**
- Assisted other students in Digital Media and Web Development classes, focusing on HTML/CSS and the use of Adobe Creative Cloud

Gallery Attendant - Gallery 51, North Adams, MA   **September-December 2019**
- Greeted guests; provided information about exhibits; assisted with installation of exhibitions

Assistant Teacher - Community Montessori School, Natick, MA   **June 2017-July 2019**
- Supervised preschool students; prepared snacks; planned and taught craft projects; set up and cleaned classrooms and play areas; kept attendance records

CERTIFICATIONS

Adobe Certified Associate, Visual Design Specialist CC 2015
- Print & Digital Publication using Adobe InDesign® CC 2015 **-** January 2019
- Graphic Design and Illustration using Adobe Illustrator® CC 2015 - November 2018
- Visual Design using Adobe Photoshop® CC 2015 - June 2018

Adobe Certified Associate, Web Authoring using Adobe Dreamweaver® CC 2015 - May 2018

EDUCATION

Massachusetts College of Liberal Arts - B.A. in Art, May 2023 - graduated summa cum laude, 3.98 GPA
- Art Major with Design Concentration; minors in Software Development and Arts Management
- Dean's list all semesters; Andrew S. Flagg Art Award 2023; Feigenbaum Scholar 2021-2022; Visual Arts Scholarship 2020-2023; Paul E. Tsongas Scholarship 2019-2023

SKILLS

- HTML/CSS; JavaScript; jQuery; Node.js; Bootstrap; PostgreSQL; Java; Adobe Creative Cloud