

## CONTACTS

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🌐 marciemillerart.com

🌐 linkedin.com/in/marciemiller/

## AREAS OF EXPERTISE

- Graphic Design
- Creative Art Direction
- Design Strategy
- Digital Media Design
- Promotion and Branding
- Creative Writing
- Visual Storytelling
- Marketing Communications
- Social Networking
- Project Management
- Visual Identity
- Book Layouts/Editorial Design
- Cover, Case, and Jacket Designs
- Manuscript Components
- Book and Magazine Design
- Presentation Design
- Infographics
- Desktop Publishing
- Typography
- Detailed Composition
- Typesetting
- Digital Photography and Editing
- Proofreading
- Prepress
- Black-and-White and Color Printing

## TECHNICAL PROFICIENCIES

- Mac and PC Proficiency
- MS Office 365 (Word, Excel, PowerPoint)
- Keynote, Canva, and Google Slides
- Adobe Creative Suite (InDesign, Illustrator, Photoshop)
- Adobe Acrobat Pro
- Articulate 360
- Procreate
- Social Media Platforms
- Video Conferencing
- Familiar with After Effects and Adobe Premiere

# MARCIE MILLER

## Creative Designer

AMERICAN CREATIVE DESIGNER WORKING REMOTELY AS A CREATIVE LEAD AND DESIGNER

A dedicated and innovative designer of ground-breaking digital marketing strategies, providing high-level narrative and strategic thinking while offering creative solutions. Create compelling visual concepts and models across a wide range of brand communication platforms. Experienced in designing books, magazines, and in-house journals of different genres. Proven capacity to evaluate and interpret the needs of manuscripts and other publications. Adept at methods and techniques used in the intricate design and layout of communication materials. Proficient in building and executing the visual strategy for the brand across consumer touchpoints. Use innovative advertising plans to develop and deliver tactical marketing solutions through persuasive storytelling, relevant content, and experiential marketing in the digital transformation age.

*A successful remote worker for the last four years*



## PROFESSIONAL EXPERIENCE

- CREATIVE LEAD 2018 - PRESENT  
Convergent Performance, LLC Colorado Springs, CO, (Remote)

Use creative and visual design to present critical themes and complex ideas to improve internal company performance, evaluating structure and presentation manuscripts in print and electronic formats, examining castoffs and manuscript file elements. Direct and oversee design ventures and support print and digital products and services while ensuring brand guidelines and directives are embraced consistently and creatively. Manage risk management best practices with creative production teams for entities, including large and private airlines, federal and state governments, US military, foreign government, aviation insurance firms, oil and utility sectors, schools, and hospitals.

- Created and updated new courseware presentations through live seminars, keynotes, webinars, and eLearning for professionals in high-risk industries with groups of about 5 and 12,000 persons.
- Strengthened internal quality control processes and practices, working closely with the Director of Operations and the President.
- Coordinated artistic direction for the creative team while mentoring design team members and expanding their professional abilities.
- Partnered with staff, corporate associates, and SMEs to complete routine company branding and product development on time, error-free, and consistent with company policies and procedures.
- Conducted creative events related to product development and course design touchpoints, such as posters, editorial, book design, PowerPoint presentations, exhibits, social media, and live and virtual event materials.

Noteworthy projects undertaken with achievements comprise the following:

- Multinational Delivery Services Company: zero losses for over 8 years
- Hospital Surgery Center: reduced severe safety incidents by 95% in 3 years
- A Major Airline: augmented stabilized approach improvement rate by 50% after 30 days
- Aviation Service Center: reduced insurance claims by 100% in 7 years

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## EDUCATION

### Bachelor of Arts (BA), with High Honors in Communications

*Minor in writing, visual communications focus*  
SUNY Buffalo State College, NY

*Honors: Summa Cum Laude*

*Academic Excellence Award*

*Outstanding Student in Communications*

*Activities: Student Honor Society of the National Communication Association*

*Rooftop Poetry Club*

*Student Research and Creativity Conference*

### Associate of Arts (AA), with High Honors in Interior Design

Bryant and Stratton College, NY

## AFFILIATION

Member, Society of Children's Books Writers and Illustrators (SCBWI)

## INTERPERSONAL SKILLS

- Communication (verbal and written)
- Collaboration/Teamwork
- Logical Thinking
- Self-Directed
- Deadline-Oriented
- Time Management
- Leadership
- Interdependence
- High Level of Accuracy
- Problem-Solving
- Planning/Multiple Initiatives
- Customer Service

## HOBBIES AND INTERESTS

- Photography and Art
- Children's Literature and Education
- Animal Rescue

# MARCIE MILLER

● SENIOR GRAPHIC DESIGNER  
Convergent Performance, LLC

OCT 2014 - DEC 2018  
Colorado Springs, CO

- Produced attractive visual workarounds that marketed and strengthened the Convergent brand through typography, photography, color, illustration, and other creative media.
- Delivered clear and convincing aesthetics through visual touchpoints, together with presentations, bidding and proposal efforts, executive reports, publicity, and training materials for courseware (workbooks, posters, and other tools), achieving over 95% customer satisfaction.
- Led outreach activities of a culture improvement program of the 11,000-member state law enforcement agency.

● OFFICE MANAGER/GRAPHIC DESIGNER  
Convergent Performance, LLC

NOV 2009 - OCT 2014  
Colorado Springs, CO

- Seamlessly executed a broad range of directorial support responsibilities to increase organizational efficiency and productivity.
- Provided executive administrative assistance to management by organizing travel plans and calendar management, including balancing and resolving conflicting issues.
- Crafted and enforced the Office policies by writing SOPs, assessing performance against expectations, and making appropriate changes.
- Envisaged and developed graphic and layout designs and infographics, presentation designs, product packaging, logos, displays, editorial and book designs, publicity materials, and trade booths/banners.
- Administered the entire planning and production process with document owners, clients, creative teams, and vendors.

● FREELANCE CREATIVE DESIGNER  
Marcie Miller Art

NOV 2009 - PRESENT  
(Remote)

Create a variety of digital and print designs using InDesign, Photoshop, and Illustrator, from promotional materials to desktop publishing and logo design for a wide range of clients, consisting of dental offices, technical career coaches salons, to solidify their brands.

- Book designer for North Slope Publications; work from the initial concept to print in novels, non-fiction, and textbooks.
- Collaborate closely with editorial directors and writers on the creation, revision, and execution of concepts.
- Keep up with industry trends and maintain professional knowledge by continually learning new skills, reviewing professional publications, and attending online classes and workshops.



## VOLUNTEER EXPERIENCE

- **Guest Speaker** on Illustration for World Book Day, Highfield Preparatory School (Mar 2020)
- **Graphic Designer and Photographer** for "Look What the Cat Brought In," an animal shelter in Colorado Springs, (Apr 2012-Sep 2018)
- **Committee Member and Graphic Designer** for Raise the Shade playground fundraiser, Adelante Learning Center (Jul 2017)
- **Lead Photographer**, Humane Society of the Pikes Peak Region, (Apr 2012-Mar 2013)
- **Photography Coordinator and Home Visitor**, Retriever Rescue of Colorado, (Nov 2011-Oct 2013)
- **Graphic Designer**, Military Spouse Career Coalition (Dec 2009)