

AMANDA WASTROM

234 Old County Road • East Sandwich, Massachusetts, USA 02537
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QUALIFICATION HIGHLIGHTS

- Experienced leader with an entrepreneurial spirit and a belief in the power of teamwork and collaboration.
- Expertise in contemporary art through a diverse set of professional experiences in museums, galleries, and schools.
- Professional proficiency in writing, drawing, photography, and graphic/web design demonstrated through freelance projects, publications, conferences, exhibitions, and teaching.
- Enthusiasm and curiosity permeating both professional and personal pursuits has led to habits of dedication, attention to detail, hard work, and pride in a job well done.

SKILLS AND ACCOMPLISHMENTS

Leadership and Management

- Oversaw daily operations, budget, scheduling and long range planning for non-commercial gallery with a \$25,000 annual budget.
- Delivered 6 to 7 museum quality exhibitions per year showcasing established and emerging local, national, and international artists.
- Created an afterschool internship program for high school students to learn about art through participation in gallery operations.
- Collaborated with students and faculty to create public events that combined service learning and art to explore social issues.
- Organized artist visits, lectures, and public workshops to create experiential learning opportunities.

Writing and Communications

- Published articles on arts, culture, architecture, home, and gardening in regional and nationally distributed magazines.
- Responsible for all correspondence with artists to research, develop, plan, promote and install exhibitions.
- Presented an ongoing series of 5-10 minute art talks to entire school community of about 700 people.
- Created and performed gallery informational presentations to faculty, parents, alumni, and special donors.
- Responsible for handling all public inquiries, artist requests, and press inquiries.
- Composed curatorial statements for exhibitions, gallery publications, and web content.

Marketing

- Managed all gallery publicity and distribution of direct mail pieces, brochures, email newsletters, press releases, and web content.
- Created and maintained gallery's social media presence; Created email newsletter; Redesigned and maintained gallery website.
- Oversaw production and printing of school promotional materials such as photos, posters, cards, and brochures.
- Designed and produced exhibition signage and labels.
- Redesigned logo in the development of a consistent brand strategy.

Museum Practices

- Responsible for general maintenance of gallery including installation, curation, exhibition planning, and daily upkeep.
- Responsible for care and maintenance of artworks including framing, shipping, installation, and conservation.
- Photographed all artworks and exhibitions to supplement online database, website, and archives.
- Updated condition reports for the permanent collection, new exhibitions, and traveling shows.
- Completed inventory of Museum's permanent collection using PastPerfect.

Fine Arts

- Photographed extensively with 35mm and medium format film and digital cameras.
- Proficient at digital photo production including color correction, retouching/creative manipulations, scanning and digital printing.
- Taught Introduction to Drawing with demonstration of perspective, mark making, observational drawing, and dry/wet materials.
- Taught Introduction to Printmaking with demonstration of intaglio, linocut, and screenprinting processes, materials and proper safety.
- Taught Introduction to Graphic Design which covered color theory, typography, visual hierarchy, and fundamentals of 2D design.

Computer

- Proficient in digital photography software such as Adobe Photoshop, Aperture and Adobe Lightroom.
- Proficient in Adobe Creative Suite (InDesign, Photoshop and Illustrator).
- Solid working knowledge of HTML including site maintenance and development of web interfaces, layouts and site graphics.
- Proficient in word processing, MS Office, and Google applications.

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EXPERIENCE

- Curator** Falmouth Museums on the Green, Falmouth, MA (2012 - Present)
- Director** Foster Gallery, Noble and Greenough School, Dedham, MA (2010 - 2012)
- Assistant Director** Foster Gallery, Noble and Greenough School, Dedham, MA (2008 - 2010)
- Freelance Writer** Self Employed, E. Sandwich, MA (2009 - Present)
- Visual Arts Teacher** Noble and Greenough School, Dedham, MA (2008 - 2012)
- Visual Arts Teacher** Storm King School, Cornwall on Hudson, NY (2007 - 2008)
- English Teaching Fellow** FULBRIGHT U.S. Student Program, East Java, Indonesia (2006 – 2007)
- Partner/Shop Manager** Blackbird Fine Art & Gifts, Chatham, MA (2005 - 2006)
- Intern, Assistant to the Registrar** Cape Cod Museum of Art, E. Dennis, MA (2006)
- Freelance Web Designer** Self Employed, Boston, MA (2003 - 2006)
- Teacher's Assistant** School of the Museum of Fine Arts, Boston, MA (2003 - 2006)
- Gallery Assistant/Web Designer** Tree's Place Gallery, Orleans, MA (2002 - 2004)
- Intern, Graphic Design & Marketing** Graham-Kim International, Inc, Woburn, MA (2001 - 2002)

EDUCATION

- M.F.A. in Studio Art** – Tufts University/ School of the Museum of Fine Arts, Boston, MA 2006
- B.A. in Studio Art, Geology, French** [Phi Beta Kappa, Magna Cum Laude] – Middlebury College, Middlebury, VT 2001

PERSONAL HIGHLIGHTS

- 2000 NCAA Division III All-American soccer player and captain of college team.
- Traveled to *Mussoorie, India* three times with students to collaborate with a local Non-Governmental Organization on development projects in sanitation, education, and access to clean water.
- Worked in East Java, Indonesia in 2006-7 as part of the Fulbright U.S. Student Program. Highlights include teaching english, learning to speak *bahasa indonesia*, and traveling throughout the country.