



Emily Leach

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Education

East Carolina University
2016–2019 BFA in Graphic Design

Summary

Highly creative professional with in-depth design knowledge that will be an asset to any company. Works well on a team or alone. Highly organized, self-motivated, skilled in project management so work is completed efficiently. Dynamic communicator, great problem-solver, highly resourceful, quick learner who enjoys challenges and deadlines. Enthusiastic to use skills to accomplish your department's goals!

Work Experience

Graphic & Special Sections Designer

- My responsibilities include:
- Designing 28–40 page 4-color, saddle stitch magazines
 - Designing print ads for a variety of magazines & newspapers
 - Working directly with Sales Reps to realize the customer's vision
 - Working with tight deadlines
 - Working from the office & remote
 - Working between both Mac & PC operating systems and using MS Office software and the Adobe Creative Suite to design ads

Adams Publishing Group LLC
at The Daily Reflector

Sept. 2020–Present • Greenville, NC

Newspaper Designer

- My responsibilities included:
- Selecting and editing written content for a readership
 - Re-writing News headlines
 - Copy-editing to follow AP style
 - Working with higher management
 - Create layouts that balance white space with the desired content
 - Working with a large diverse team
 - Organizing a seamless task workflow
 - Increasing efficiency in production
 - Sending pages to press
 - Training co-workers

Prairie Mountain Media and
Media News Group

June 2019–April 2020 • Boulder, CO

Graphic Design/Sales Intern

- My responsibilities included:
- Designing advertising materials for web and print
 - Designing event materials
 - Assisting in teaching kids art classes
 - Working as gallery sales assistant
 - Cleaning & organizing the gallery
 - Setting up & curating art exhibitions

Pitt County Arts Council at Emerge

Summer of 2018 • Greenville, NC

Marketing Assistant/Photographer

- My responsibilities included:
- Collaborating directly with staff to create, design & produce promotional, marketing, educational & information materials for web & print products
 - Photographing events
 - Designing marketing materials
 - Managing projects from conception to completion
 - Operating large format printers
 - Designing library interior signage, posters and banners

Joyner Library—East Carolina University

Jan. 2017–Jan. 2018 • Greenville, NC

Editor-In-Chief/Art Director

- My responsibilities included:
- Editing all literary submissions
 - Hiring & managing a design team
 - Art directing photoshoots
 - Running a campus-wide, juried competition & art show
 - Collaborating with students, staff, professors & alumni
 - Managing all aspects of the publication production
 - Attending press checks & signing off on final proofs

Layout Designer

- My responsibilities included:
- Designing a series of title pages
 - Presenting work at staff meetings
 - Assisting with an art exhibition, juried competition & distribution event

Rebel—East Carolina University's
Art and Literary Journal

Aug. 2016–May 2018 • Greenville, NC

Layout Designer

- My responsibilities included:
- Working with a 5-person design team to produce a weekly student interest newspaper
 - Working with writers & copy editors
 - Working efficiently under tight production deadlines

The Collegian—Walla Walla University
Jan. 2015–Jan. 2016 • Walla Walla, WA

Cinematographer/Graphic Designer

- My responsibilities included:
- Designing graphics for live stream TV
 - Operating studio video cameras for live campus events
 - Directing & producing a 2-to-4 person camera crew
 - Setting up video camera equipment & troubleshoot live streaming glitches

Broadcasting—Walla Walla University
Jan. 2015–Jan. 2016 • Walla Walla, WA

