

UMass Amherst HFA Career Services

Graduate Student Application Documents Booklet

UMassAmherst

College of Humanities
& Fine Arts
Advising and Career Center

HFA Career Center

University of Massachusetts Amherst

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[HFA Career Center Website](#)

lblacher@umass.edu (for questions)

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Resumes

What is a resume?

A resume is the document you use to apply for jobs, internships and other professional opportunities. It provides an overview of your relevant education, skills, and experiences as they relate to the opportunity you seek, and should present who you are as a candidate in a clear, concise, and compelling way. Resumes should be well written, perfectly punctuated, honest, concise, one page, organized, and consistent in formatting.

Customizing Resumes

If you apply online for a job or internship (as opposed to emailing your resume to a person), your application will likely go through an Applicant Tracking System (ATS) also known as a resume robot. ATS are software that help employers manage numerous applications by pre-screening resumes according to job qualifications and keyword matching between resumes and the job posting. ATS don't read cover letters, but they do comb through resumes carefully so you will need to customize your resume for each job to make it through this system.

- [How to Get Your Resume Past the System and Into Human Hands](#)
- [Jobscan ATS Resume Checker](#)
- [Skillsyncer ATS Resume Scanner](#)

In addition to being formatted for an ATS, your resume needs to function well when a human being reads it. Hiring managers do a first read-through of applicant resumes surprisingly quickly – spending 10 seconds or less on each to determine who warrants a closer look and discarding most of them. Employers are looking for directly relevant information that matches their job description and discarding applicants with generic sounding or badly-written resumes. They are determining the handful of applicants to invite to interview. If they can't find what they are looking for quickly on your resume (even if it's there), they will not consider you further.

The Basics

It takes time to prepare an effective resume. These guidelines will help you get noticed by employers with the goal of gaining an invitation to interview for the position you are seeking.

Format

- **DO NOT USE ANY KIND OF RESUME TEMPLATE.** Templates contain hidden formatting that can sometimes be read by an ATS as a virus. Mimic any format you like, but be sure to create your own document.

- Do not use computer generated headers or footers, columns, icons, design elements, photos or borders.
- Use standard margins (.5 inches to 1 inch) and bullets.
- Use a professional font such as Calibri, Arial, Verdana or Gill Sans (or other sans-serif font)
- Your resume content should be all the same font and font size (except for your name, which is largest); it should be simply designed and readable, with consistent spacing throughout.
- Your name should be at the top on a line by itself.
- With few exceptions, your resume for internships and entry level jobs should be one page.

Content

- Know your audience and write to your audience. There is no such thing as a general resume. To save time, it is helpful to create a “Menu of Options” that includes all of your experiences, formatted correctly, that you can then pick and choose from. But every time you send out a resume it needs to be tailored for the job or internship you’re applying to.
- Read the opportunity you are applying for carefully. Print it out and highlight keywords. What are keywords? Re-read the opportunity and notice words repeated more than once, words that seem important, or words that start bullet points. Replace your own language with those keywords where applicable.
- Notice the order the employer has placed their requirements in the Qualifications/Requirements section. The order of your resume headings should follow the order of their requirements (if they list education first, put education at the top of your resume, etc.).
- Descriptions should start with [action verbs](#).
- All the clues you need to tailor your resume are in the job description, so read it carefully!

Resume Samples

(starting next page)

SANDRA DONA

Worcester, MA | 508-000-1111 | sand.dona@umass.edu

EDUCATION

University of Massachusetts Amherst

- Master of Arts in History, May 2025
- Bachelor of Arts in History, Commonwealth Honors College, May 2023

COMPUTER SKILLS: Microsoft Word, Excel, PowerPoint, Outlook, Publisher; Adobe Photoshop, Illustrator

EXPERIENCE

Office of Congressman James P. McGovern, Worcester, MA

Constituent Services Intern, January 2023 - present

- Assist with research for constituent services
- Answer incoming office inquiries and deal directly with constituent issues
- Worked remotely, hybrid, and in person
- Represented Congressman's office at Africa Business Conference, Worcester Polytechnic Institute

Ceder & Chandler, Attorneys at Law, Worcester, MA

Office Assistant, June 2022 - May 2023

- Managed front office for small law firm
- Received guests, answered phones, tracked paperwork
- Delivered documents to District and Federal courts, City Hall, and area law firms
- Undertook independent project of complete reorganization of Closed File Storage, encompassing nearly 40,000 files, and cataloging of over 50 years of cases
- Trained and created assignments for new office interns

Morgan Construction Company, Worcester, MA

Office Assistant, May - September 2021 (remote)

- Assisted with transition to new business management software system, SAP, requiring quick development of understanding of program functions, processed customer orders
- Completed several extensive projects to find and correct errors that occurred during transition
- Performed office work in sales, logistics, and shipping departments

Worcester Art Museum, Worcester, MA

Development Intern, May - October 2020 (remote)

- Performed general office tasks and held meetings with supervisor via Zoom
- Utilized fundraising software to keep track of donors and wrote thank you letters
- Conducted donor research using Raisers Edge software and created database in Excel

College Question & Answer Panel, Worcester, MA

Program Organizer, February - April 2019

- Planned and participated in series of panel discussions of college students for high-school seniors about college decision process and experiences adjusting to college life
- Coordinated collection of student feedback for use in planning future program

Matt Bloom

mablm7@umass.edu | Boston, MA | 413-899-3333 | www.linkedin.com/in/mattbloom

EDUCATION

University of Massachusetts Amherst

Master of Arts in English, May 2025

Bachelor of Arts in English, Professional Writing and Technical Communication Specialization,
December 2022

University of South Carolina, Columbia, SC, 2018-2019

Moore School of Business, Advertising Major

LANGUAGE SKILLS: Intermediate Spanish

COMPUTER SKILLS: Microsoft Office; Google Suite

LEGAL EXPERIENCE

Law Office of Robert LaFlamme, Northampton, MA

Paralegal Intern, September 2022 – present

- Write and edit legal memos and motions remotely
- Perform legal research and utilize available online resources
- Work autonomously and competently and demonstrate problem solving skills
- Handle competing demands skillfully and complete tasks quickly and proficiently

LEADERSHIP EXPERIENCE

Graduate Student Senate, University of Massachusetts Amherst, MA

Graduate Senator, March 2023 – present

- Collaborate with graduate students to determine goals for each semester
- Negotiate with student government to solve issues
- Fundraise \$3,000 through alumni outreach

Amherst Survival Center, Amherst MA

Volunteer Coordinator, October 2019- September 2022

- Managed volunteer shifts by monitoring check ins, ensuring tasks are completed, and writing daily reports
- Trained and advised 20 new volunteers twice a year
- Recruited new volunteers through community outreach, including tabling at local events

Rafters Sports Bar & Restaurant, Amherst, MA

Assistant Manager, December 2021 – August 2022

- Promoted from Server/Host
- Balanced multiple demands while keeping high energy and remaining calm
- Ensured customer satisfaction during busy lunch hour through constant communication and quality service in high demand environment
- Managed large cash flows of \$5,000 to \$8,000 per day

Sample Action Verbs

Accomplished	Coordinated	Gathered
Achieved	Created	Generated
Acquired	Curated	Guided
Acted	Customized	Handled
Administered	Decided	Headed
Advertised	Delegated	Helped
Advised	Delivered	Hired
Advocated	Designed	Identified
Aided	Determined	Illustrated
Analyzed	Developed	Implemented
Appraised	Devised	Improved
Approved	Diagramed	Increased
Arranged	Directed	Initiated
Assessed	Discovered	Instituted
Assisted	Displayed	Instructed
Attained	Documented	Interpreted
Authored	Drafted	Introduced
Brainstormed	Edited	Investigated
Briefed	Enabled	Launched
Budgeted	Enacted	Led
Built	Enhanced	Leveraged
Calculated	Enlisted	Maintained
Campaigned	Ensured	Managed
Chaired	Established	Maximized
Classified	Evaluated	Mediated
Coached	Examined	Mentored
Collaborated	Exceeded	Met
Collected	Excelled	Monitored
Communicated	Expanded	Motivated
Completed	Expedited	Narrated
Complied	Explained	Negotiated
Composed	Facilitated	Observed
Computed	Finalized	Obtained
Conceptualized	Fixed	Operated
Conducted	Formalized	Optimized
Conserved	Formed	Orchestrated
Constructed	Formulated	Organized
Consulted	Fostered	Originated
Contributed	Founded	Outperformed
Cooperated	Gained	Overcame

Overhauled
Participated
Perfected
Performed
Persuaded
Planned
Prepared
Presented
Prioritized
Produced
Programmed
Projected
Proofread
Proposed
Provided
Publicized
Published
Purchased
Ran
Ranked
Reached
Read
Redesigned
Refined
Renovated
Reorganized
Reported
Researched
Resolved
Responded
Restored
Reviewed
Rewrote
Scheduled
Screened
Simplified
Solicited
Solved
Specialized
Spoke

Storyboarded
Strategized
Streamlined
Strengthened
Substantiated
Succeeded
Summarized
Supervised
Supported
Synthesized
Taught
Tested
Trained
Transformed
Translated
Troubleshoot
Updated
Upgraded
Utilized
Validated
Verified
Visualized
Won
Wrote

Cover Letters

Basics

A cover letter is a letter of introduction that you submit with your resume when applying for opportunities. The cover letter works in tandem with your resume; while your resume presents relevant data and facts about your skills and experience, a cover letter is a narrative, whose purpose is to highlight and expand upon your most relevant experiences that align with the requirements of the position. The cover letter is also a chance to share your knowledge of, and interest in, the employer and to move to the next step in the hiring process: a job interview.

A cover letter should be no longer than one page, and ideally 3 or 4 paragraphs. You should include an opening and closing paragraph in addition to the main content. Your name and contact information should match what is on your resume, and we recommend using business professional format, with the date and employer's contact information at the top, under your header.

Additionally, your cover letter can also function as the body of your email, if you are sending your application directly to a person (as opposed to uploading it on a website). If you do this, also attach a copy of your more "official" letter, along with your resume, and state in the email something like, "Please find my resume and a copy of this letter attached."

Letters should be tailored for each position (no generic letters or templates!) and be addressed to an individual. If no name is available, then address it to the Hiring Manager, Search Committee, or Internship Coordinator (or something similar).

Keep in mind: there is no such thing as a good general cover letter. Each opportunity you apply for requires a demonstration of how your qualifications fit with a specific company or organization, and the attributes the employer is seeking for a specific role. It's an opportunity to connect the dots for the employer as to why you are a great fit for them.

Before You Begin

Research! Be sure you understand the employer, the position, and how your skills, education, and experience align with what they need. Carefully re-read the job description to identify the required qualifications and scour the company/organization website and LinkedIn pages to understand the culture. Search the Web for articles, reviews, or press releases related to the organization and its activities. Your cover letter should convey that you understand what the company is about and that you understand the opportunity.

Identify the main qualifications the employer is seeking. Consider how your courses, academic projects, internships and jobs, volunteer experience, and extracurricular activities relate to the responsibilities and qualifications for the position. Jot these down.

Choose 2 or 3 of the most relevant examples from your experiences that match the qualifications for the position.

Demonstrate to the employer that you've done your research by connecting the position to your skills and experience. For example: "It's my understanding that you're seeking candidates who possess strong writing and editing skills. My internship at a publishing house enabled me to develop those precise skills through..."

End on a positive and enthusiastic note. Remember to thank them for their time and reiterate how excited you are about the possibility of working with them.

Structure of a Cover Letter

Your contact information

Date

Employer Name, position title

Company Name

Company address line 1

Company address line 2

Salutation: Dear _(first name last name)_____

Opening Paragraph: Identify the specific position you are applying for and how you heard about it. If this is for an internship, indicate what time period you are applying for. Convey enthusiasm for the employer and the position (this is where your research comes in, so show you know something about the company/organization). You are answering the question: "Why them?" Then, describe something about yourself that connects you to the position. Answer the question: Why you?" Enthusiasm goes a long way. You might also want to tell them to please find a copy of your resume attached.

Body paragraphs (1 or 2): This is where you connect the dots between the opportunity and yourself, by sharing one or two examples of why you are an ideal candidate. Choose examples of work you have done in the past that are directly related to what the employer needs you to do in this role. Then be specific, using the STAR technique if helpful (describe a **Situation** you faced, a **Task** you were responsible for, the **Action** you took, and the **Result** of your action).

For example: As an Arts Administration Intern with the Community Project, I was assigned to review our membership outreach processes and make recommendations on how to increase our donor base. To accomplish this, I analyzed our past outreach methods and member lists and noticed that we were contacting the same donors repeatedly while adding very few new prospects annually. I recommended that the organization increase outreach by utilizing shared member databases from other, similar organizations, and by researching on LinkedIn, to add 20% more potential members each cycle. This resulted in 45 new members in the first quarter, a 5% increase.

Closing paragraph: Close on a positive note and be brief. Thank the employer for their time and consideration, reiterate your enthusiasm for the position, and tell them you look forward to speaking with them soon to discuss how your skills and experience can help them attain their goals. Remember, the goal of the cover letter (and resume) is to earn an interview, not to express everything.

Sincerely,

Your name here

Cover Letter Sample

Starts on next page

Seton Foshan

(444) 555-6666, sefon@umass.edu

December 9, 2024

Hiring Director
Massachusetts History Museum
1 Main St., Boston, MA

Dear Hiring Director,

I am applying for the job of Educational Program Associate as advertised on Idealist. In May, I will complete my PhD in History at the University of Massachusetts Amherst. During the past seven years, I have held multiple education and museum roles, as outlined on my attached resume, and I am very interested in bringing my skills and experience to the Massachusetts History Museum as the Educational Program Associate.

I learned pedagogical and organizational skills the museum is looking for through my work as a classroom instructor of record. At the University of Massachusetts Amherst, I have taught undergraduate courses on world and US history, leading classes of 30-60 students through discussions, written projects, and multimodal deliverables. My favorite course I have taught, Using Local History to Predict National Changes, was based on my dissertation research and involved fieldwork with community members. I share the Massachusetts History Museum's passion to educate the public on Massachusetts history, and my enthusiasm at sharing historical information in an engaging and well-researched manner ensures my pedagogy effectively reaches its audience.

A large portion of the Educational Program Associate role involves designing programs for elementary school field trips, and my experiences as a tour guide at Historic Deerfield and a youth programming assistant at the Northampton Library have made me skilled at creating engaging activities and lessons for this audience that not only bring history to life but show why this information is important to know in the present. When working with young audiences, we must often simplify complex topics while also avoiding being condescending. For instance, in my "Voting History in the Pioneer Valley" interactive exhibit, I collaborated with elementary school teachers to devise the best strategies to share this important information with classroom groups of fourth and fifth graders. At the Massachusetts History Museum, I would continue this work by thoroughly understanding each project's audience and leaning on my teamwork skills when appropriate.

Thank you for your consideration of my cover letter and resume. I am excited about the projects the Massachusetts History Museum runs and look forward to the opportunity to speak with you about my qualifications.

Sincerely,

Seton Foshan

Curriculum Vitae (CV)

For grad students applying for academic positions

What is a CV?

A Curriculum Vitae, or CV, is a list of accomplishments and qualifications usually used when applying for academic positions, graduate school, grants, fellowships, artist residencies, etc. A CV is similar to a resume, but there are key differences. In some places outside the United States, “CV” and “resume” can be used interchangeably. The advice on this document is mainly for United States CVs and pertains to graduate student applicants in academia.

Your goal when making a CV should be to clearly, efficiently, and with common words show your audience that you have the qualifications for the position (or grant, fellowship, etc.).

The Basics

It takes time to prepare an effective CV. Don't forget to update it after a new accomplishment!

Organization/Content

Try to arrange information according to the value it holds for your audience. You can also consider the “prestige” of accomplishments and what might be important to include on the first page. What follows is a general organization of sections and the subsections within them.

“Teaching” and “Research” sections could be swapped depending on what the CV is used for. If you are applying to something that is more teaching-relevant, put Teaching first. If you are applying to something more research-related, put Research first. Furthermore, if you are a Performing or Studio Arts student, your CV will include a performance/exhibition experience section.

- Heading
 - Your name should be at the top on a line by itself.
 - Include contact information under your name.
- Education
 - Lead with your degree (not the university name). You can also include graduate certificates.
 - The end dates (completion of degree) are important, but start dates don't matter.

- Location information (city/state) is not needed unless you attended an international institution. Then, include the city/country for each institution.
- You can include your dissertation title. You may also include your advisor and committee, if you want (although your committee members may also be your letters of recommendation, so it's not necessary to repeat this information).
- GPA is not needed.
- Professional Appointments
 - Postdoc or full time faculty positions (many graduate students do not have this experience yet).
- Teaching
 - Include: Instructor of Record positions; Teaching Assistant positions; guest lecture positions; teaching awards; mentoring experience; K-12 teaching; pedagogical trainings and workshops you've hosted/led and attended; teaching interests (if your teaching interests aren't represented in the classes you've taught).
 - Lead with the course title (not your position title or the course number).
 - You can specify if you taught classes online.
- Research
 - Include: publications, presentations, projects, papers, talks, honors, awards, fellowships, grants, and research experience.
 - For talks, list the title, location, and date.
 - For undergrad research, consider if this research is represented in your grad research. Include it if it led to a presentation/publication or if it shows a range of ability not seen elsewhere in your work.
- Service
 - Include: committee work; editorial/publishing work; community outreach; professional development; certificates; training; professional affiliations; etc.
 - You can include non-academic work, but don't let it overwhelm your academic work.
 - You may also include a subsection with language skills (or technical skills).

Format

- Don't use a template. Start from a plain Word or Google doc. Also, don't try to make your CV pretty or creative; that's not the point of this document.
- For emphasis, use bold and capital letters. Don't use headers/footers, columns, italics (except for book/publication titles), lines, underlines, or borders.
- Projects, papers, presentations, and publications should be written bibliography-like, such as in MLA, APA, Chicago, or a similar style that works best for your accomplishments.
- Unlike a resume, a CV can be as many pages as you need (but note that an application may require a "brief" or 1-2 page CV).

Some Finer Points...

- Know and write to your audience. Every time you send out a CV, it should be customized to the opportunity you're applying to.
- Unlike resumes, CVs do not generally include explanatory text. Since your CV is for academia, your audience of academics will usually know what you mean without an explanation. Exceptions for including explanatory text include:
 - If an experience is completely different from what that position implies.
 - Explaining what you did as a research assistant.
 - Including a dissertation or thesis abstract. Explain concisely in about 5 sentences.
- Entries under a heading should be in reverse-chronological order (most-recent, older, oldest).
- Dates:
 - Months are not needed (except for graduation and perhaps conferences). You may sometimes wish to include the semester along with the year, but it's not necessary.
 - Since a CV doesn't require your whole work experience, you don't need to account for every year or worry about gaps in your history.
- UMass is a nickname—write "University of Massachusetts Amherst" every time.
- UMass has TOs (Teaching Associates), however, this term is not used outside of UMass. Use "Instructor" or "Instructor of Record" if you taught the class as a TO. You may use the term TA (Teaching Assistant) if you assisted teaching a class.

A Final Note...

- Look at recent successful CV examples in your field. For instance, speak with newly-hired faculty if you're applying to a faculty position or speak with fellow grad students who recently won a grant if you're applying to that grant, etc.

CV Samples

Samples start on next page

Celia Vie

student@umass.edu • 123-555-4567 • Amherst, MA

EDUCATION

PhD in English, May 2026

Graduate Certificate in Women, Gender, Sexuality Studies

University of Massachusetts Amherst

Dissertation: "Poetry, Literacy, and Rising Automation"

Committee Members: Jane Doe, John Doe, Joan Doe

MA in English, 2021

Ohio State University

BA in English and Philosophy, 2018

Wellesley College

TEACHING

University of Massachusetts Amherst

American Literature II (3 sections), 2023–

Instructor of Record

Poetry of World War I (1 section), 2024

Teaching Assistant

First-Year Composition (5 sections, 2 online), 2021–2022

Instructor of Record

Ohio State University

First-Year Composition (2 sections), 2020-2021

Teaching Assistant

TUTORING

Graduate Writing Tutor, 2019–2021

Ohio State University Writing Center

MENTORING

New Student Graduate Mentor, 2024–

University of Massachusetts Amherst

English Department Mentor to new English majors, 2021

Ohio State University

TEACHING AWARDS

Graduate Teaching Award, University of Massachusetts Amherst, 2022

Distinguished Tutor Award, Ohio State University, 2021

TEACHING INTERESTS

AI-Generated Poetry; Community Literacy Programs

RESEARCH

Poetry Program Research Assistant, 2022–2023

University of Massachusetts Amherst, English Department

- Collected data on requirements of over 50 poetry programs across the US and made recommendations to improve a local program.

PUBLICATIONS

"Reading and Writing Fiction in the Online: Moving Forward with Advancing Technology," currently under review.

"Forgotten Poetry of Emily Dickinson," *United States Poetry Journal*, vol. 1, 2025, 43-57.

"Writing During Wartime," *Teaching English*, vol. 3, 2024, 151-174.

"'Technology for Everyone': Benefits of Increased Community Technology Programs," *Journal of Interdisciplinary Graduate Research*, vol. 4, 2023, 88-98.

PRESENTATIONS

"AI-Generated Poetry," Conference on Poetry, Portland, ME, August 2024.

"Future of Preserving the Work of Massachusetts Poets," Massachusetts Literature Society, Northampton, MA, January 2024.

"Literacy Programs in Former Factory Towns," co-presented with E. Smith, Modern Language Association, virtual, March 2023.

RESEARCH AWARDS/GRANTS

Research on Poetry Award, New England Poetry Association, 2025

Graduate Scholarship Grant, \$2,500, Five College Consortium, 2024

Pre-Dissertation Award, University of Massachusetts Amherst Graduate School, 2024

SERVICE

Board Member of Creative Community, a non-profit supporting local arts initiatives, 2024–

DEI Graduate Committee Member, University of Massachusetts Amherst, 2022–

Poetry Conference Committee Organizer, Five College Consortium, 2024

Co-Editor of *Journal of Teaching Poetry*, 2021–2024

PROFESSIONAL DEVELOPMENT

Teaching K-12 Program, University of Massachusetts Amherst, 2024

Bringing DEI into the Online Classroom, Five College Consortium, 2023

LANGUAGES

Spanish, fluent

Portuguese, conversational

Mary Music

student@umass.edu | 123-555-4567 | Springfield, MA | [vimeo-portfolio-URL](#)

EDUCATION

- 2024 **Master of Music**
 Piano Performance Concentration
 Music Theory Pedagogy Certificate
 University of Massachusetts Amherst
- 2020 **Bachelor of Arts in Music**
 University of Massachusetts Amherst

PERFORMANCES

Selected Ensemble

- 2022– UMass Amherst Jazz Quartet, Piano
 Monthly performances across campus
- 2020 Band for *Hairspray* musical, Keyboard
 12 performances over 3 weeks

Solo

- 2018– Ware Nursing Home Music Night, Piano
 Featured soloist twice a month
- 2022 Holiday Concert at Historic Deerfield, Piano
 Performed 3 pieces
- 2021 Quabbin Music Festival, Piano
 Performed periodically throughout the festival
- 2020 “All the Right Keys” Senior Capstone Recital, Piano and Voice
 Performed 8 pieces

Professional Auditions

- 2022 Albany Traveling Musicians, semifinalist
- 2020 Boston Classical Orchestra

TEACHING

- 2022– Music Teacher, West Brookfield Elementary School

2020– Freelance Piano Instructor
 Instruct 2-4 students weekly

2018–2020 Chorus Assistant, Northampton Middle School

PROFESSIONAL EMPLOYMENT

2016–2021 Sales Clerk at Pioneer Valley Music Store, Holyoke, MA

2017–2018 Youth Counselor at Westfield YMCA, Westfield, MA

TECHNICAL SKILLS

Piano Technician; Online Music-Making Software

PROFESSIONAL MEMBERSHIPS

2021– Western Massachusetts Pianists' Association

2019– Massachusetts Musicians' Organization

Art Jones

student@umass.edu | 123-555-4567 | Sunderland, MA | [portfolio-link](#)

EDUCATION

- 2025 Master of Fine Arts in Studio Art
Concentration in Animation
University of Massachusetts Amherst
- 2021 Bachelor of Fine Arts in Studio Art
Concentration in Animation
University of Massachusetts Amherst

PROJECTS

- 2024 *Unknown Journeys*, Artist and Designer
Animated digital platformer game made with Hadley Games, a small independent game studio based in Hadley, MA.
- 2023 *Remarks*, Creator
Animated short film created as a final project for a “Animating Films” course. This film received a public showing during the Northampton Film Festival.

EXHIBITIONS

- 2024 “Community Artwork” at Springfield Art Museum
- 2024 “Graduate Exhibition” at Herter Gallery, University of Massachusetts Amherst
- 2023 “Rising Tide Exhibition” at Neilson Library, Smith College

PROFESSIONAL EMPLOYMENT

- 2023– Design Assistant at Hadley News Station, Hadley, MA
- 2022–2023 Video Game Animation Intern for Adventure Game and Mystery Game at East Coast Game Studio, New York, NY

2021 Production Intern for Kidz Cartoon at LA Cartoon Studio, Los Angeles,
CA

AWARDS

2024 Cartoon of the Month, Animation Association

2022 Best Emerging Artist Award, *Boston Globe*

2021 Digital Art Award Honorable Mention, Art Society

TECHNICAL SKILLS

Art Studio Program; Digital Drawing Program; Film Studio Software

PROFESSIONAL MEMBERSHIPS

2023– National Cartoonists Society

2022– Videogame Artists Collaborative