

**Nadja Masura, Ph.D.**  
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## OBJECTIVE

Actively seeking a Communications and Graphics Design position on a healthy innovative team where I can bring over ten years' successful track record in creating written content, visual design, and authoring digital information objects to bear making clear impactful messaging solutions. My rich skillset includes writing in multiple formats, visual fluency, research skills, project management, working with VPs and Founders to clarify messaging and intent aligned for target audiences, coordinating communications and events, preparing launch and rebranding events, creating digital objects, and a background Authoring/Integration including Information and Educational Design.

## SKILLS & ATTRIBUTES

Learning and adapting to new program and team cultures, able to adapt, interpersonal skills, Technology and Communications research, writing compelling content, interface and information design, project management, organization, leadership and teamwork, interactive digital media, graphics design, web design and maintenance, marketing, public speaking, staging and directing events, analyzing systems, curriculum development, and strategic planning.

## EDUCATION

Ph.D., Theatre and Performance Studies (Digital Humanities)	University of Maryland
A.S. Multimedia: Graphics Design, and Authoring & Integration	College of Marin
Core Leadership Training Workshop	Women's Global Leadership Initiative

## EXPERIENCE

**Independent Developer** working on AI app for private company under NDA. **Present**

**Communications Manager Contractor**, and Cisco via Zanzar **January 2020**

- Creating and Editing Power Point Presentations
- Worked with Executive Designer on new looks for presentations

**Startup Non-Profit Coordinator**, Board Secretary of California Living Arts Project **April 2019 -Jan 2020**

- Board recruitment, communications, project management
- Web design: [www.livingartsproject.com](http://www.livingartsproject.com) , kickstarter page, marketing, content writing
- Event direction, graphics design including posters

**Administrative Volunteer**, Sonoma County Wildlife Rescue **April 2019-Jan 2020**

- Hotline phones
- Data entry for intake and animal care completion, filing
- Minor accounting, creating credit card "book"
- Brochure design

**Communications Analyst Contractor, VMWare via Alphanet** **Jan-April 2019**

- Edited video, recorded narration, wrote script based on work with program developer.
- Created user manual, InDesign layout for interactive .pdf.
- Co-wrote, edited, and performed script for SalesPulse product launch.
- White paper editing for UX Design Team for RADIO conference submission on SalesPulse.
- Assembled and standardized content for multiple products into slide deck for worldwide kickoff.
- Wrote themed script for IT-wide product video for recording by professional actor and chief-level executive for WorldWide Sales Kickoff.
- Worked with Global Corporate Design team to create the spatial display design for IT at WWSKO expo.

**Communications Analyst Contractor, Cisco via AlphaNet** **Aug 2018-Dec 2019**

- Created and refined slide decks for executive level presenters.
- Edited departmental newsletter content and executive-level communications.
- Created new templates and graphics for monthly and weekly newsletters.
- Updated look and content of team's IBMC.
- Wrote email copy, edited newsletter,
- Power Points for executive and team level presentations as well as All-Hands meeting.
- Graphics design, logo design, poster design.
- Facilitated marketing org rebranding meeting.
- Conducted photoshoots with company models.

**Graphic Designer, Math Solutions** **June 2012-Aug 2018**

- Designed graphics, created layouts, performed editing and quality assurance.

**Maryland Institute for Technology in the Humanities Fellow, University of Maryland** **2005-2006**  
*(Integrating digital technology in education and scholarship)*

- Created course lesson plans and co-taught Digital Directions course.
- Engaged in extensive research into digital assets, dissertation included evaluating and classifying digital learning objects and events.
- Excelled in graduate level coursework in creating digital objects of scholarship, and participated in departmental and campus-wide initiatives to bring digital technology into pedagogy.

**Web, Graphics and Media Designer, Nadja Masura Web Designs and Media** **1999-Present**

- Designed, created, and maintained websites, wrote verticals (content), did photography, digital collage, print (posters), illustration, and graphics design.
- [www.nadjaart.com/web.html](http://www.nadjaart.com/web.html)

**Blogs and Social Media** **2006-2016**

- Teaching with Blogs, editor of and contributor to SimplySonoma.net lifestyle and leisure blog, and ran an online for-profit retail auction including photography.

**Marketing Lead and Board Member, Women's Global Leadership Initiative** **2005-2006**

- Oversaw marketing, assisted founder in clarifying the core message, coordinated and oversaw team member's completion of projects including social media, PR, outreach, research, graphics design, layout, and writing.
- Created curriculum (curriculum committee), systems analysis, strategic planning, authored volunteer intake procedures, and web re-design information mapping.
- Coordinated and promoted community programs, facilitated meetings and public events.

**Executive Director, Sonoma County Book Festival** **2009**

- Organized, coordinated, and ran the region-wide Book Festival.
- Generated a profit (during a recession) for the first time since its inception in 1999.
- Responsible for bookings, public relations, graphics, website updates, meetings.

**Media Designer, Researcher, Writer, and Digital Media Consultant,** **2006-2008**  
Occidental Center for the Arts, and *Morningstar* production

- Digital media Art Director, photographer, interactive multimedia design
- Collecting oral histories, transcribing, scripting directing, project management, writing, editing, research, public speaking and outreach

**Conference Publicity Committee Technologist, UMD: IFTR, ATCF** **2003-2007**

- Created web and promotional materials, organized and planned technology for conferences.

## ADDITIONAL EXPERIENCE

**Author,** Palgrave McMillan

- Currently have a book contracted for publication by a major academic press: *Digital Theatre: The Making and Meaning of Live/Mediated Performance*

**Staff Dramaturge,** Sixth Street Playhouse

- Researched and analyzed scripts for Directors and cast, developed lobby displays, lead audience discussions and lectures

**Docent Coordinator, Webmaster, Administrative Assistant,** Sebastopol Center for the Arts  
**Cinematographer and Producer** Verdandi Productions, *Traveling Faster than the Speed of Light*  
**Prosperities Master,** Inside Theatre

- Researched, bought, fabricated objects as well as created and implemented a new cataloging system

**Teaching and Research Assistant,** Universities of Michigan and Maryland

- Lead discussion sections, gave lectures, taught classes, composed exam questions, researched materials, graded, committee work, teaching.

**Citizen Diplomat,** Sister Cities USSR

- Public speaking, training in conflict resolution and facilitation, international relations.

**ArtWorks Attendant,** Tacoma Art Museum

- Docent, researcher, administrative.

**Board of Directors,** Cinnabar Theatre

**Program Committee,** Occidental Community Choir