

**Resume** **Katherine Spencer Joyce**  
 Graphic Designer, Communications  
 Woods Hole Oceanographic Institution (WHOI)  
 Woods Hole, MA 02543  
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**Formal Education** **Master of Arts in Communications** (expected)  
 Degree expected in Spring 2008 from Suffolk University, Boston  
 Started in September 2005  
*A sample of studies include interpersonal communications, non-profit marketing, new media/new markets, and organizational communications*

**Bachelor of Fine Arts, 1991**  
 Major in Photography  
 Portland School of Art, Portland, Maine

**Informal Education** **Plone:** Basics, Organization and Design, September 2006, WHOI  
**Flash, Rich Content Creation:** May, 2005, FMC, Boston, MA,  
**Web Design World Conference:** Seattle, WA, June 2003  
**PowerPoint:** May, 2002, WHOI  
**Web Design World Conference:** November, 2000, Monterey Bay, CA  
**HTML:** June, 1999, Continuing Education, Sandwich, MA  
**Dreamweaver:** May, 1999, Baltimore, MD  
**Photoshop:** May 1990, Internet Class

**Professional Skills** *Experienced user of the following information and communications technology:*  
 Hypertext Markup Language (html), Cascading Style Sheets (CSS),  
 Extensible Markup Language (XML), ECMAScript (Javascript)  
*Applications:* Dreamweaver, Photoshop, ImageReady, InDesign, Flash, Illustrator,  
 Acrobat, Microsoft Office  
*Content Management Systems:* Plone, Joomla!, Drupal, WHOI CMS

**Professional Experience** **Graphic/Web Designer**  
 July 1998-present  
 Woods Hole Oceanographic Institution (WHOI), Woods Hole, MA

*Project Management*

- CSI <http://www.whoi.edu/csi> 05.2007
- InterRidge <http://www.interridge.org> 05.2007
- Polar Discovery <http://polardiscovery.whoi.edu> 01.2007
- Dive and Discover <http://divediscover.whoi.edu> 02.2005
- Oceanus Magazine <http://www.whoi.edu/oceanus> 01.2004

*Web Design and Production*

- Ocean Iron Fertilization <http://www.whoi.edu/page.do?pid=14617> 06.2007
- Harmful Algae Page <http://www.whoi.edu/page.do?pid=9257> 05.2007
- WHOI Site Builder Lite <http://www.whoi.edu/liteSites.do> 02.2005
- Director of Research <http://www.whoi.edu/administration/dirres> 11.2006
- Grants and Contracts [http://www.whoi.edu/administration/g\\_cs](http://www.whoi.edu/administration/g_cs) 08.2006
- OceanSITES <http://www.oceansites.org> 03.2006
- Graphic Services <http://www.whoi.edu/graphics> 11.2005

- Coastal Web Group <http://www.whoi.edu/science/GG/coastal> 10.2005
- WHOI 75th Anniversary <http://www.whoi.edu/75th> 01.2005
- WHOI.edu <http://www.whoi.edu> 12.2004
- WHOI Buoy <http://www.whoi.edu/whoibuoy> 07.2004
- Original Institute sites off line 04.2003
- Dive and Discover <http://divediscover.whoi.edu> start 2001-2005  
*Expedition Preparation and Updates, Expedition 5-11*
- JPAC/HiLATS off line 05.2002
- JGOFS <http://jgofs.whoi.edu> 04.2000
- CICOR <http://www.whoi.edu/cicor> 11.1999

*For a list of projects with detailed descriptions of responsibilities and technical abilities, please see the accompanying professional statement or CD.*

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## **WHOI Training**

### **Photoshop Tips and Techniques at WHOI**

Instructed four classes in the Group Training Facility to the scientific, technical, and administrative staff to provide a much needed service to the community to facilitate both print and web production.

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## **Awards and Recognition**

2006 CASE Silver Medal Award, *Oceanus* Magazine online  
2005 World Wide Web Award, Silver Medal, *Oceanus* Magazine

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## **Professional Activities**

Women's Committee Chair, 2001-2003  
Pilot Mentor Program, Web Mentor for six months in 2003

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## **Past Professional Experience Senior Graphic Designer**

August 1992-July 1998

Cape Cod Printing, Falmouth, Massachusetts

Responsible for several newsletters, as well as full color magazine ads, ad campaigns, logo design, posters, business cards, book design, personal and business stationery, pamphlets, school and athletic booklets and much more. Was instrumental in developing a system to help track the accounts that went through the design department and distributed jobs among the artists.

### **Owner, The MainFrame Studio**

1991-1992

Warren, New Hampshire

Opened a portrait and design studio in November 1991. Clients included a major ski area and local businesses needing graphic design expertise. Photographed several weddings, individuals, and family portraits.

### **Graphic Designer**

1985-1991

Bellgraphics, Inc.

Warren, New Hampshire

Began designing ads for Nynex Yellow Pages at Bellgraphics, Inc. in 1985, working my way up from finish artist to head artist within 2 years. Responsible for work production and quality control, as well as training new artists.