Lisa Irving 811 South Central Avenue, Apt. #1, Peekskill, New York 10566

(914) 715-0717 • mslisairving@gmail.com

*2010 – Present* **RECREATION COORDINATOR**

Cabrini’s Adult Day Health Center

115 Broadway Avenue, Dobbs Ferry, NY 10522

• Organize Program for patients such as art, sports, exercise, music, fieldtrips and so on.

• Keep chart on patient’s productivity and improvement

• Manage the recreation program by directing volunteers, interns and assistants.

• Buy supplies and keep a budget.

• Spoke for conferences about the ADHC and the field of recreation.

• Started the new social model version of Adult Day Health Center.

Award: Employee Appreciation Award 2012

*2014 –2016* **ART INSTRUCTOR and FIELD REPERSENTATIVE**

Young Champions

1717 South Grand Avenue, Santa Ana, CA 92705

*• Teach group’s art between the ages 5 - 14*

*• Show a wide range of art techniques and procedures*

*• Schedule and plan weekly lesson plan and prepare for the seasonal art show.*

*• Evaluate, Judge, Support and Teach other teachers in the metropolitan area.*

*• Working on a team, driving to locations and keeping detail notes.*

*2008 – 2010* **ART ASSISTANT**

Dorothy Hafner Studio

42 Maple Lane, Westport CT 06880

• Cut colored glass to pattern

• Office work such as bookkeeping, answering phones, budgeting and filing

• Help with the creative process such researched current works and critique.

• Keep shop together by repairing, rebuilding and cleaning.

*2008 – 2009* **ART TEACHER**

Katonah Art Center (Outreach Program)

Ste 1, 131 Bedford Road, Katonah, NY 10536-2170

• Teach a variety of fine art and crafts

• Teach grade school children with hand on materials and tools

• Organized, plan and prepare schedule for classes

Achievements:

• Volunteer my time for Katonah Art Fair to raise money for scholarships for students

*2003 – 2009* **ART WORKSHOP INSTRUCTOR**

Four Winds Hospital, 800 Cross River Road, Katonah, NY 10536

• Teach and instruct art to patients ages five to seventy.

• Provide therapeutic environment that is beneficial to a wide range of illnesses

• Load and run kiln

• Create new projects and lessons

Achievements:

• Help create a healthier and happier environment for both patients and employees

• Introduced new mediums and new ideas

Award: Five-years of service award

*2007 – 2008* **ASSOCIATE** **ART DIRECTOR**

REM/ALM (Real Estate Media/American Lawyer Media)
520 Eighth Ave., 17th Floor, New York, NY 10018

• Design and laid out magazines, advertisements, and other printed material

• Retouch and color correct high-resolution photographs for printed material

• Work with editors on final corrections

• Prepare and send finals to production department

• Overview electronic blues

• Participate in monthly meetings and team projects

• Work through design concepts with Creative Director and Senior Art Director

• Created advertisements and promotions

*2005 – 2007* **Graphic Designer**

Tri-State Media Group, 510 Fifth Avenue, Pelham, NY 10805

• Build paginations, built acrobat files and send electronically pieces to the printer.

• Designed and laid out magazines, brochures, advertisements, promotional materials, direct mail, newsletters and other printed material

• Created and printed posters for advertisements

Achievements:

• Launched new publications

• Redesigned new publications

EDUCATION

2009 – 2012 New York Institute of Technology (New York, NY)

MFA: Fine Art and Technology

1993 – 2010 New York Institute of Technology (New York, NY)

MA: Communication Arts Major: Computer Graphics

1988 – 1991 Pratt Institute (Brooklyn, NY) BFA: Communication Design,

 Major: Art Direction

1985 – 1988 College of Du Page (Glen Ellyn, IL) Major: Fine Art and English

1985 – 1986 The School of the Art Institute of Chicago (Chicago, IL)

 Major: Fine Art

SKILLS

Quark 7, Creative Suite 5 (Design Premium Programs), InDesign, Photoshop, Illustrator, Flash, Dreamweaver, Acrobat and a lot of other programs. Drawing, painting, sculpture, 3D modeling and working with a large range of materials.

- References available upon request -