

## ADVANCED PROFICIENCY

- Content Management Systems – WordPress, Tumblr
- Web Authoring and Design – HTML, CSS
- Media Production & Editing – Adobe Photoshop, Adobe Lightroom, iMovie
- Collaboration Tool – Slack
- Social Media – Facebook, Twitter, Tumblr, Reddit, Pinterest, Instagram, LinkedIn, Snapchat
- Web Hosting Management – cPanel, WHM, WHMCS, Installatron
- Open Source Tools – Google Maps, Knightlab Storytelling Projects, Twine 2.0, Kumu, Zotero
- Google Drive, Microsoft Office
- Mac OS X

## PROFICIENT

- Media Production & Editing – Audacity, Final Cut Pro X, Adobe Premiere
- Content Management Systems – Microsoft SharePoint, Omeka
- 3D Printing – Makerbot, Dremel

## WORK EXPERIENCE

University of Mary Washington, Fredericksburg, VA August 2015 - Present

*Entry-Level Technology Specialist, Division of Teaching and Learning Technologies*

- Serve as lead for WordPress support, created, manage and update the *Domain of One's Own* site, DTLT website, DTLT Documentation guides for the UMW community on *Domain of One's Own*, WordPress, media editing, and other digital tools
- Collaborate with faculty and staff, and assist with the integration of instructional technology into teaching, learning, and research at the University
- Engage in individual and collaborative professional development
- Explore new digital tools and platforms for the UMW community
- Serve as an advocate for the effective and innovative use of information instructional technologies and digital media, particularly within academic and research contexts

University of Mary Washington, Fredericksburg, VA

September 2014 - May 2015

*Digital Knowledge Center Student Tutor*

- Developed in-depth knowledge and hands-on experience with numerous digital tools including *Domain of One's Own*, WordPress, UMW Blogs, media editing, mapping & timeline tools, Zotero, Google Drive, HTML & CSS, and 3D printing
- Assisted students gain a working knowledge of the above digital tools and their uses
- Wrote individual tutoring reports for professors and to use for data collection
- Performed quality assurance checks and edit digital tool documentation and tutorials
- Led student workshops for creating, building and tailoring domains and web presence
- Created and maintained social media pages for the DKC

## EDUCATION

Brandeis University, Online

January 2017 - Present

*Master of Science in User-Centered Design*

University of Mary Washington, Fredericksburg, VA

May 2015

*Bachelor of Arts in History, Minor in Digital Studies*

*Graduated Summa Cum Laude*

Please message me for my references. Visit [jessicareingold.com](http://jessicareingold.com) for portfolio, honors, and awards.