



SARALYN F. FOSNIGHT

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Summary of Qualifications

Experienced in Adobe CS, Quark XPress, and Microsoft Word, Excel, and Publisher. I am also qualified in any area of photography, digital or darkroom. See website for portfolio examples. Additional skills include fast and accurate typing (65 wpm), excellent spelling and grammar, Dictaphone transcription, and Macintosh OS X and Microsoft XP and Windows 7 platforms. Solid background in print media. Ability to teach photography, intaglio printmaking, papermaking, and drawing.

Current art projects include making 100 percent cotton rag paper for printmaking this fall; crocheting a 70 by 72-inch tablecloth in a patchwork design; designing and making one intaglio print by December 2011 working with articles from the natural world, on soft ground and hard ground.

Exhibitions, Publications, and Honors

2006: Undergraduate Exhibition at The School of the Art Institute of Chicago.

2004: *Like, But Not Like, Me*, collaboration with Professor of Art at Berkshire Community College Lisa Griffith. *September to October*, Canal Gallery, Holyoke, Mass.

2003: Essay published in *The Sun*, a magazine of fiction, personal memoir, poetry, and photography published in Asheville, North Carolina.

1999 to 2001: Honor Roll at Berkshire Community College, Pittsfield, Mass. Member of Phi Theta Kappa, 2001.

1984 to 1986: Member of The Writers Room, New York, N.Y. Worked on poetry and fiction; helped with fund-raiser in 1985.

Autumn 1988: Poem, "Wild Girl," published in *Bitterroot*, a Brooklyn poetry magazine.

November 1983: Fellow at Cummington Community for the Arts, Cummington, Mass. Worked on a novel and some of my poetry for one month.

1976: Ten poems published in *Brooklyn Ferry: 10 New York Poets*, by the Brooklyn Poets Collaborative, which I also mechanicalized when the editors realized they didn't have the skills to turn the printed poetry into a book. I also designed book jacket. As a group, we gave readings at St. Clement's Church, The Brooklyn Museum, and several other venues in Brooklyn and Manhattan.

Poetry also published in two campus literary magazines: *Chrysalis*, Madison College, 1959, winner of first ever Creative Writing Award for my poem "Gloria." Also published poetry in the literary magazine at American University, as well as working on the campus newspaper, *American University Eagle*, where I won the award for Outstanding Staff Member for my work as Copy Editor of the paper in 1962. Member of Theta Epsilon Phi, journalism fraternity, 1962.

Administrative Assistant Employment

Writing assistant: Chicago Federation of Labor Workers Assistance Committee, Prudential Building, 130 East Randolph Street, Suite 2600, Chicago, IL 60601, 312-565-9431. (June 2007 to October 2009).

Graphic Design Experience

Graphic design: Completed design for flyer for WOW Homeworks for Owen Wilson, a contractor. (May 2010)

Graphic design: Completed design for a brochure for Janet Rogers, D.C., for her chiropractic practice explaining the services she offers. (November 2009 to March 2010)

Graphic design: Designed post card/mailer for Insight Press. Contact: Ray Paradis, Associate Editor, Insight Press, 4064 N. Lincoln Ave. #264, Chicago, Ill.; 773.329.1550; ray@insight-press.com. (2007)

Graphic design: Work-study at The School of the Art Institute of Chicago, 37 S. Wabash Ave., Chicago, Ill. Worked for Joe Hardesty in the Resale Store. Made signage in Illustrator and Excel and compiled a catalog of all goods sold through the store, using InDesign. Also updated some of the store's spreadsheets in Excel. Samples of catalog available on request. (February to May 2005)

Worked part time for *The Women's Times*, Great Barrington, Mass., as a graphic designer, also while attending the University of Massachusetts. (June to October 2001)

Graphic design: Designed and updated ads for Windy Hill Farm plant nursery. Samples of ads available on website, Graphic Design Projects folder. Ads were created in Quark, then translated into PDFs and delivered to five to seven local weekly newspapers and eight more monthly papers. This was freelance work. Windy Hill Farm, Great Barrington, Mass.; 413.298.3217, Judy Mareb, Proprietor. (April 2002 to December 2004)

Proofreading and Other Editing Experience

Freelance proofreader for clients in New York City, such as Artisan/Workman Publishing Co. (most recently in 2011. Strong background in cookbooks, craft books, and art history; heavily illustrated books with art and how-to drawings. Some proofreading while I was attending art school in Chicago for Aquent, a temporary agency, at Ambrosi advertising agency (Sears catalogs). (1996 to 2010)

Worked part-time for local newspaper, *The Berkshire Eagle*, Pittsfield, Mass., as a news clerk, while attending the University of Massachusetts. Prepared the day's obituaries; typed press releases into their system. (March 2003 to July 2004)

Freelance book copyeditor: Responsibilities included editing manuscripts, checking page makeup, copyfitting, research. All book production was accomplished in-house utilizing desktop publishing programs such as Quark, Photoshop, and Illustrator. Nonfiction craft books, mostly, with subjects ranging from sewing to woodworking, gardening, and building houses. Taunton Press, Newtown, Conn. (1995)

Production editor: Hired necessary freelance copyeditors, proofreaders, book designers, and indexers for production of 15 to 20 titles per year. Primary responsibilities included keeping books on schedule and on budget. Contact: Meta Brophy, Consumers Union, Yonkers, N.Y. (January 1992 to December 1994)

Volunteer Activities

Employment Counselor: Howard Area Employment Center, Chicago, IL. I helped clients prepare their resumes, either by making the resumes for them or by teaching them how to make them using Win-Way resume writing program and Microsoft Word. (Janary to October 2010)

Education

The School of the Art Institute of Chicago, Chicago, Ill.: B.F.A.-photography, 2006. Courses in dark-room and digital photography, graphic design, printmaking, drawing, and book arts. Also: *University of Massachusetts*, Amherst, Mass.: Courses in graphic design, photography, drawing, painting, printmaking, and book arts; *Berkshire Community College*, Pittsfield, Mass.: Fine arts foundation courses: drawing, painting, 2-D and 3-D design; computer graphics, photography.

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American University, Washington, D.C.: B.A.-English, minor in journalism in 1962. Also: *Madison College* (now *James Madison University*), Harrisonburg, Va.

Parsons School of Design, New York, N.Y.: Quark XPress course, 1994.

Private tutoring in poetry writing with Michael Heller, New York University, during early 1980s.