

KIARA PANINOS

DETAILS

EMAIL

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PHONE

(307) 763-6796

ADDRESS

Seattle, WA

PORTFOLIO

kiara-portfolio.com

SKILLS

Digital & Print Design

Publication & Catalog Design

Project Management

Event Planning & Coordination

Marketing & Communications

Photoshop, InDesign, Illustrator

Microsoft Office Suite, POS and CRM systems

EDUCATION

Whitman College,
Walla Walla, WA

Bachelor of Arts

German Studies
(with a focus on Art History & Literature)
Minor: Art & Psychology

Graduated summa cum laude

Professional Summary

Graphic Designer with 3+ years of experience in branding, marketing, and exhibition design. Skilled in Adobe Creative Suite, creating high-impact digital and print materials for artists, galleries, and events. Experienced in exhibition catalog design, visual storytelling, and strategic marketing campaigns. Strong project management skills ensure the seamless execution of simultaneous design, marketing, and exhibition projects.

Professional Experience

Graphic Designer and Event Manager, ACCI Gallery

Jul 2023 - Present, Berkeley CA

- **Graphic Design & Branding:** Design compelling posters, postcards, social media graphics, and email marketing materials to promote exhibitions, events, and campaigns, ensuring a strong and consistent brand identity. Utilize Adobe Creative Suite and other design tools to create high-quality promotional assets that effectively showcase artists and their work.
- **Exhibition Catalog Design & Production:** Collaborate with artists to capture professional photographs of their work, design exhibition catalogs with cohesive layouts and typography, and oversee the production process to ensure high print quality.
- Curate and manage the development of seven dynamic and relevant exhibitions annually, providing guidance and support to guest curators throughout the planning and execution process.
- Develop, coordinate, and implement three monthly exhibition-related public programs, including exhibition receptions, introductory artist receptions, workshop events, and artist fairs to enhance engagement.
- Manage all event logistics, including timelines, vendor contracts, budgets, venue setup, décor, and catering coordination, to ensure seamless execution and meet revenue and attendance goals.
- Write all event and exhibition descriptions and interpretive materials to create a cohesive narrative.
- Oversee exhibition installation, synthesizing elements and integrating artistic and psychological principles for maximum impact and accessibility.
- Build and execute strategic marketing campaigns, leveraging social media, newsletters, and website content to maximize event circulation and impact.
- Manage event budgets and track ROI, ensuring cost-effective solutions for revenue-generating events and customer stewardship initiatives.

Gallery Representative, ACCI Gallery

Dec 2021 - Jul 2023, Berkeley CA

- Contributed to the design of exhibition layouts and signage to maintain cohesive visual storytelling.
- Provided graphic design support for promotional materials, including event flyers and digital graphics.
- Assisted in developing social media content to showcase member artists and upcoming events.
- Delivered exceptional customer service to 200+ patrons weekly, providing insights into over 120 member artists, including their techniques, materials, and creative processes.
- Managed gallery inventory of 4,000+ pieces using POS database systems, ensuring accurate tracking and coordinating with artists to add and remove artwork.
- Utilized POS software to track customer purchases and maintain patron records as part of CRM management.

Operations Assistant and Mentor, Lindamood-Bell Learning Processes

Dec 2021 - Sep 2023, Berkeley CA

- Designed visually engaging instructional materials, worksheets, and presentations to support research-based learning programs.
- Created digital and print materials for parent meetings, training sessions, and community outreach initiatives, enhancing communication and engagement.
- Coordinated logistics for center-wide events, including parent meetings, training sessions, and community outreach initiatives, streamlining execution and enhancing engagement.
- Managed client interactions, assisting families with inquiries, enrollment, and program information.
- Facilitated 2,000+ hours of one-on-one and group instruction, adapting teaching strategies to student needs, resulting in an average 2-3 grade level improvement in reading and comprehension.