

Allison Kraus

CONTACT ME

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RECOGNITION

// 2023 WORK National Juried Student Exhibition
// 2023 Visual Voice Exhibition
// Connecting Distances Exhibition
// 2 projects selected to be displayed, curator and coordinator to assist gallery set-up, participant in video promotion of student Virtual Global Learning Exchanges for the IUI Office of International Affairs, and a panel speaker on Herron's talk for the exhibition
// 2-year IUPUI Top 100 Nominee
// 2024 IUPUI Women's History Month Recognition Award
// VCD Capstone Best Brand Design Award

TECHNICAL SKILLS

// Adobe Creative Suite
// Figma
// Social Media
// Word Press - Divi
// Photography
// Datawrapper
// Flourish
// ArcGIS StoryMaps
// Tinkercad

SOFT SKILLS

// Leader & problem-solver
// Time management & organization
// Strong interpersonal communication
// Quick learner
// Reliable & determined
// Integrity

EDUCATION

Indiana University, Herron School of Art & Design// Indianapolis, IN // May 2024
Bachelor of Fine Arts in Visual Communication Design
Human-Computer Interaction Undergraduate Certificate// School of Informatics & Computing
// Dean's List every semester, Graduated with Honors Highest Distinction
// Phi Mu Fraternity
// Membership Director Executive Officer, T-Shirt Chairwoman, Sisterhood Committee, Banner Committee, DEIB Committee

North Judson-San Pierre High School// North Judson, IN // May 2020
Core 40 with Academic & Technical Honors
// Valedictorian, Student Council President, National Honor Society Member, Art Club, 2017 Spell Bowl State Finalist Academic Super Bowl Team Captain: Fine Arts, Math, & Interdisciplinary
// Girls Basketball Manager, Member of the Track & Field Team: Regional Qualifier, Sectional & Conference Champion, Academic All-State & All-Conference, Mental Attitude Award

Graphics & Imaging Vocational Class// Knox, IN // August 2019 - May 2020
// Photography, designed prints, screen-printed shirts, vinyl, metalwork, & 3D prints, typography, various printing processes, animation, file preparation, create promotional material, infographics, & GIFs

EXPERIENCE

Graphic Design Intern // Art Director // February 2022 - Current
Polis Center// Indianapolis, IN
// Indulge in any graphic design needs, such as data visualization, icon creation, layout designs, as well as web design tools
// Participate in weekly design meetings with graphic & user interface designers & communicate with supervisor about tasks, collaborate with co-workers and stakeholders via email and meetings

Graphic Design Intern // May 2023 - August 2023
Indiana Sports Corp// Indianapolis, IN
// Create social media posts, signage, t-shirt designs, & other design needs & capture content for Charity Golf Tournament, Inspiring Sports Grant, Locker Room Sessions, Corporate Challenge, Big Ten Football Championship, 2024 Olympic Swimming Trials, One Year Out Celebration for the trials, Indy Ultimate, Women in Sports + Events, & Big Ten Media Days
// Facilitate & network at company events including Charity Golf Tournament, Locker Room Sessions, Corporate Challenge, One Year Out Celebration for the 2024 Olympic Swim Trials, & the trials press conference, Indy Ultimate, Women in Sports + Events & Big Ten Media Days
// Coordinate with print vendors to quote price estimates, maintain correct sizings & templates for prints.
// Collaborate in many meetings in regards to events, social media, brainstorming, marketing, etc.

Social Media Services // February 2021 - March 2023
Marquette Senior Living Community// Indianapolis, IN
// Assist in planning, organizing, & creating monthly social media calendar
// Upload posts for social media, create clever captions, design graphics, edit videos, & create flyers
// Record events or create content via photographs & videos. Responsible for locating content from others, & occasionally assist in hosting marketing events
// Communicate via e-mail, phone calls, & text messages daily

Outdoor Recreation Sales Associate // June 2022 - September 2022
Wheel Fun Bike Rentals// Indianapolis, IN
// Uphold customer service & satisfaction, provide knowledge of services, rentals, & locations
// Responsible for routinely bike upkeep, distributing waivers, instructing rules & operations of the bikes, handling money, operating cash register device, maintain tidiness, & perform opening & closing duties
// Work at top performance in a fast-paced environment in the outdoor elements of the summer

Child Care Services & Teacher // May 2021 - August 2021
SEEDS Early Learning// North Judson, IN
// Took care of 10-20 children by changing diapers, preparing food, instructing educational, creative, & active activities, engaging with students, communicating with parents, cleaning continuously to ensure a safe environment, confirming pick-ups & drop-offs, & documenting activities on Brightwheel
// Responsible for resolving conflicts between children, initiating one-on-one conversations when needed, & attending to first-aid care
// Performed opening & closing duties to guarantee safe conditions for the upcoming day
// Supervised all children when participating in a field trip, & conversed with bus driver & parents

Laborer & Artist // April 2020 - August 2020
Richard Gumz Farms, LLC// North Judson, IN
// Completed assigned duties, including yard work, painting buildings, etc.
// Offered contracted work for a customized design piece for the farm
// Managed project supplies, reported to lead farmer in order to continuously work on my tasks

Librarian Page // April 2018 - July 2020
North Judson-Wayne Township Public Library// North Judson, IN
// Assisted patrons with locating materials, checking in & out materials, & navigating computers
// Organized carts of materials each day & returned them to their proper areas on the shelves, maintained patron's memberships, & executed cash exchange
// Coordinated returned materials process, responsible for closing tasks, including securing the building, maintained tidiness & sanitation throughout the library
// Orchestrated holiday & special event décor throughout the library & responsible for constructing new, alluring book displays & keeping them tidy & appealing
// Trained one full-time & two part-time new employees on my assigned & knowledgeable tasks