

# SARA WOOLERY

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## DESIGN EXPERIENCE

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### **Tutor** Sep 2020-Present

*Graphic Design Program, MATC, Madison, WI*  
· Tutor beginner students in Illustrator, Photoshop, InDesign, Figma, and HTML/CSS

### **Marketing Coordinator** Jan 2016-Mar 2020

*Butler Plaza LLC, Madison, WI*  
· Designed marketing materials, including:  
- Concept development for new logo  
- Photography, layout, and copywriting for three new property brochures  
- Designed and printed new informative flyers  
- Redesign of internal data tracking documents  
· Showed apartments to prospective tenants

## EDUCATION

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### **Associate of Applied Arts** Dec 2023

*Madison Area Technical College*  
· Web and Digital Media Design

### **Secondary Education Licensure** Dec 2011

*Grinnell College, Grinnell, IA*

### **Bachelor of Arts in English** May 2011

*Grinnell College, Grinnell, IA*

## COMMUNITY

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### **Election Official** May 2016-Present

*City of Madison, WI*  
· Chief inspector for Ward 41

### **Aerial Member** May 2023-Present

*Madison Circus Space, Madison, WI*  
· Perform and help produce shows and events

### **Mentor** Oct 2018-Mar 2020

*Boys and Girls Club of Dane County*

## RELATED EXPERIENCE

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### **AVID Tutor** Jan 2016-Mar 2020

*East High School, Madison, WI*  
· Coached students weekly on writing/inquiry skills

### **Substitute Teacher** Sep 2015-Dec 2017

*Verona Area School District*  
*Madison Metropolitan School District*  
*Madison Country Day School*

### **Language Arts Teacher** Aug 2013-May 2015

*Brooklyn-Guernsey-Malcom Jr./Sr. High School, Brooklyn, IA*  
· Taught English/Language Arts for 7th-8th grades (2013-14) and 7th, 9th, and 11th grades (2014-15)  
· Developed original curricula with focus on project-based learning and assessment

### **Writing Instructor** Summer 2013, '14, '16

*PEOPLE Summer Program, UW-Madison*  
· Planned and taught three-week college prep writing/literature course for 11th and 10th grades  
· Designed all class materials, new every summer

### **Long-Term Substitute** Nov 2012-Jun 2013

*Col. A. Zadok Magruder High School, Rockville, MD*  
· Planned lessons and developed assessments within new ninth-grade English curriculum  
· Developed cohesive project-based units on literary analysis, including designing class handouts

### **Substitute Teacher** Aug-Nov 2012

*Katherine Thomas Lower School, Rockville, MD*  
· Planned and taught first two weeks of 7th grade science classes as long-term substitute, developing original interactive class materials

### **Technology Consultant** 2007-2011

*Information Technology Services, Grinnell, IA*  
· Mentored and trained new hires  
· Problem-solved audio-visual setups in classrooms

## DIGITAL PROFICIENCY

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- Wordpress
- Adobe InDesign
- Adobe XD
- Apple Pages
- Adobe Illustrator
- Adobe Photoshop
- Figma
- HTML/CSS