

Manon Burkhart

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713 Rymal Road, Alvin, Texas 77511, United States

EDUCATION

Master of Arts - Major in Graphic Design

University of Hertfordshire – Hatfield, England,
United Kingdom

Graduation Set: February 2025 GPA: 2:1 UK

Certificate of Graphic Design

College of the Mainland – Texas City, Texas,
United States

Graduation: December 2021 GPA: 3.75 (2:1 UK)

Bachelor of Fine Arts - Major in Visual Effects, Minor in Art History

Savannah College of Art and Design – Atlanta,
Georgia, United States

Graduation: June 2016 GPA: 3.33 (2:1 UK)

Standard Teaching Certificate

Texas Teachers of Tomorrow - New Caney ISD: New
Caney, Texas, United States

Graduation: June 2022

300 School Hours | 182 Days of Teaching Before
Certification

WORK EXPERIENCE

Graphic Design Adjunct Professor at College of the Mainland: Jan 2024 - Present

- Teach students ethical considerations and responsible design practices.
- Highlight the significance of social and environmental responsibility in graphic design.
- Collaborate with industry experts and guest speakers to integrate real-world perspectives into teaching.
- Participate in scholarly endeavors, research, and creative projects related to graphic design.
- Offer mentorship and guidance to students regarding their design projects, portfolios, and career advancement.
- Deliver high caliber teaching of software programs related to Design, Visual Effects, and Motion Media.

Graphic Design, Illustration, Animation, and A/V Technology Teacher at West Fork High School, NCISD: May 2023 - July 2024

- Instructed design and movement principles across various learning levels, fostering creative expression.
- Developed projects to stimulate critical thinking and interdisciplinary collaboration among students.
- Crafted tailored lesson plans offering varied instruction to meet individual student requirements.
- Encouraged student autonomy through detailed rubrics enabling them to determine project outcomes.
- Cultivated community engagement by partnering with local businesses for student-client collaborations.
- Regularly assessed student progress through formal and summative evaluations.

Operations Support Specialist at PracticalLabs Inc: February 2022 - Present

- Oversaw cross-company support for multiple systems and platforms.
- Participated in client calls to facilitate updates and resolve issues effectively.
- Acquired project management skills through collaboration across diverse company teams.
- Established frontline client service with industry-leading companies.

Technology Applications Teacher at Pine Valley Middle School, NCISD: August 2022 - May 2023

- Developed tailored materials to engage diverse learning styles and foster cognitive stimulation.
- Introduced learners to multimedia showcasing potential career trajectories to enhance engagement.
- Empowered students to explore and produce their digital multimedia content, preparing them for high school.
- Designed comprehensive lesson plans suitable for multiple teachers within the same subject area.

Graphic Design Tutor and In Class Support at College of the Mainland: August 2020 - June 2022

- Developed targeted practice exercises to enhance students' mastery of specific skills.
- Provided personalized one-on-one guidance to students requiring additional support in their learning journey.
- Implemented differentiated lessons to help students with learning disabilities grasp foundational design concepts.
- Supported grading of projects as necessary during time-sensitive situations for the Professor.

Graphic Designer/Owner at GidgetGraphix: 2018 - Present

- Collaborated with clients to design graphics tailored to their business requirements.
- Provided design solutions to local businesses for promotional campaigns.
- Developed websites using handwritten HTML and CSS coding.
- Partnered with companies to craft comprehensive brand packages for print and digital media.
- Produced deliverables that translated into physical products shipped globally to customers.

NON-PROFIT WORK EXPERIENCE - VOLUNTEER**Graphic Designer at The Place To Be Gallery: Jan 2024 - June 2025**

- Produced print branding materials to market the gallery to diverse audiences.
- Executed marketing campaigns targeting potential customers and investors, resulting in a 10% increase in financial contributions.
- Developed compelling advertisements to drive community involvement in emerging artists' work.

Website and Deliverables Contributor at Our Lady of Lourdes Catholic School: March 2023 - Dec 2023

- Assisted in the management of the school website, focusing on reorganization and visual enhancements.
- Designed deliverables suitable for both print and online distribution.
- Collaborated closely with a large volunteer team to produce flyers, posters, and signage for charity events.

Graphic Designer with Texas Equusearch: May 2023 - Dec 2023

- Collaborated tirelessly with search and rescue volunteers to develop print materials.
- Generated social media content highlighting missing persons to increase online search visibility.
- Collaborated closely with families of missing persons to design informative flyers.
- Contributed to the creation of roadside signage and billboards featuring informational and tip hotlines.

SKILLS

Adobe Illustrator	CSS/HTML5	Blackboard
Adobe Photoshop	Google Suite	Figma
Adobe Lightroom	Microsoft Office	Final Cut Pro
Adobe InDesign	Canvas	Autodesk Maya
Adobe AfterEffects	Canva	Python
Adobe Premiere Pro	Adobe Animate	Nuke
Houdini	Adobe Creative Suite	

REFERENCES

Coleena Jackson

Department Head of Digital Media - College of the Mainland
Relationship: Graphic Design Professor and Mentor
Years Known: 5 years
Email: cjackson@com.edu

Bridgett Heine

Principal of West Fork High School: New Caney ISD
Relationship: Previous Mentor and Supervisor
Years Known: 3 years
Email: bheine@newcaneyisd.org

Mike File

Project Manager at Midgard Construction
Relationship: Business Mentor, Previous Golf Coach, Graphic Design Client
Years Known: 17 years
Email: mmfile@mac.com

Kesha Cauley

Principal of Pine Valley Middle: New Caney ISD
Relationship: Previous Supervisor and Mentor
Years Known: 3 years
Email: kcauley@newcaneyisd.org

James Copher

CFO of Practical Labs Inc
Relationship: Payroll, CFO, Business Mentor
Years Known: 21 years
Email: jec@practicallabs.com