

KAYLA NOBLE

Artist, Teacher, Organizer

(845)275-5118

kayla.m.noble@gmail.com

Skills

Adaptability
Customer Service
Management Skills
Interpersonal Skills
Organizational Skills
Website Design
Inventory Management
Computer Literacy
Studio Management
Ceramic Materials and
Equipment Literacy

PROFILE

Highly competent communicator bringing forth a motivated attitude and a variety of skills and experiences. Adept in social media platforms and technology programs. Committed to promoting growth and social change from within the clay community. Proven ability to establish and maintain excellent communication and relationships with clients and co-workers. Skilled in multitasking. Eager to learn and make connections.

EXPERIENCE

Artist, Self-Employed; Newburgh, NY — 2017-Present

Establish and work towards long term professional goals; Manage business finances and book keeping; Establish and maintain relationships with galleries and stockists; Research and implement environmentally and socially conscious business practices; Design and update website with professional quality images and writing; Develop SEO strategy

Server, Common Fire; Taos, NM — 2019

Work independently and on a team to solve problems in a timely and graceful manner; Multitask communications with back of house staff and provide the ultimate guest experience; Open and close restaurant.

Resident Artist, Taos Clay; Taos, NM — 2016-2017

Develop and teach curriculum for a variety of classes catering to adults and high-schoolers; Manage studio inventory and place orders accordingly; Manage intern experience by delegating tasks and ensuring a learning environment; Direct work flow of studio.

Sales Associate, Chocolate and Cashmere; Taos, NM — 2016

Organize and batch edit inventory photos to be used on company website; Manage in-house inventory and update back end accordingly; Share the business and product's story; Resolve purchase related concerns to customer's and management's satisfaction.

Director of Fine Arts, Lake Bryn Mawr Camp; Honesdale, PA — 2014

Develop and teach a six-week art curriculum for girls aged 12-15 and order all materials to run program; Manage and supervise staff members; Organize exhibition featuring student's work; Receive training for team management and working with minors.

EDUCATION

State University of New York at New Paltz Bachelors of Fine Arts in Ceramics,
2015

ADDITIONAL COURSES

Digital Marketing Specialization, Coursera

Dec 2020- Present

Getting Started in Gimp, Coursera

Dec 2020- Present

Virtual Design, Skillcrush

Sept 2018- Dec 2018

REFERENCES

Available upon request