



design@marybrune.com



510-423-3616

MARY BRUNE

Experienced instructional leader, multi-modal creative (writing, design, photography, multimedia), award-winning environmental health activist, nonprofit co-founder, and dedicated problem-solver.

CORE COMPETENCIES

- ✓ Curriculum Design
- ✓ E-Learning Development
- ✓ Instructional Design
- ✓ Technical Writing
- ✓ Strategic Communications
- ✓ Copywriting & Editing
- ✓ Photography
- ✓ Video & Audio Editing
- ✓ In-person & Online Teaching
- ✓ Project Management

PROFESSIONAL EXPERIENCE

San Francisco Ethics Commission

Training Design Specialist | December 2022 - Present

- Created instructional videos on ethics laws using Premiere Pro & Character Animator.
- Designed several interactive e-learning modules in Adobe Captivate.
- Recorded and edited audio for voiceover narration using Adobe Audition.
- Improved website accessibility by recommending changes to fonts, color, and scale.
- Designed the agency logo, brand guidelines, PowerPoint and Word templates.
- Documented department protocols in Confluence.
- Updated website content in WordPress.

Madison Park Academy

Graphic Design Instructor | July 2017-June 2022

- Developed standards-aligned curriculum for a three-course design pathway sequence.
- Mentored 130+ students annually in the development of print, multimedia, and interactive design projects using Adobe Creative Cloud applications.
- Designed school logo, recruitment brochure, event signage, and other materials as needed.

Community, Education, and Family Service

Board Member, Graduate Student, Primary Caregiver | January 2013-July 2017

- Completed six-year term as board member of Pesticide Action Network North America.
- Initiated PTA Walk-a-Thon fundraiser, raising \$25K+ annually for enrichment programs.
- Earned a Masters degree with a 4.0 GPA.
- Earned a CTE teaching credential.
- Served as primary caregiver to three children under age 9.

Making Our Milk Safe (MOMS)/ Center for Environmental Health

Co-Founder and MOMS Project Director | August 2005 - January 2013

- Wrote all strategic communications, including fact sheets, email blasts, and blog posts.
- Designed campaign materials including brochures, banner art, stickers, and posters.
- Garnered local and national media coverage in *The Los Angeles Times*, *The San Francisco Chronicle*, *RedBook* and *Working Mother*; featured on *PBS Now*, and *KTVU* news programs.
- Rallied grassroots support of moms and families in support of chemical policy reform, contributing to bans on BPA, phthalates, and flame retardants.
- Received the Suzy Cain Leadership award from Breast Cancer Prevention Partners (formerly the Breast Cancer Fund).
- Profiled in several books, including *Not Just A Pretty Face* and *The Body Toxic*.

Various Companies

Technical Writer - Contract* | February 2006 - February 2009

- *KACE Networks* - Developed the administrator guide for the KBOX Management System.
- *Tyco Electronics* - Designed installation guides and user manuals for touchscreen monitors.
- *RedRover Software* - Wrote end-user documentation for RedRover Audit software.

Checkpoint Software Technologies, LLP

Sr. Technical Writer | February 2003 - February 2006

- Designed FrameMaker templates for software manuals.
- Wrote enduser documentation for the ZoneLabs suite of products.
- Oversaw the translation of documentation.

AvantGo, Inc.

Manager, Enterprise Documentation | January 2000 - February 2003

- Managed the production of the AvantGo M-Business Server and Client documentation.
- Scheduled, supervised, and contributed to the work of a four-person writing team.
- Designed documentation templates in FrameMaker.

Actioneer, Inc.

Technical Writer | June 1996 - January 2000

- Wrote online help and UX content for Actioneer software for Palm mobile devices.
- Designed and wrote content for product data sheets.
- Conducted usability testing sessions.

EDUCATION

2017 | UC Berkeley Extension

CTE Credential - Arts, Media, and Entertainment

2017 | San Francisco State University

Master of Arts - Education - Instructional Technology

1999 | San Francisco State University

Bachelor of Arts - Technical & Professional Writing

