

EDUCATION

James Madison University

BFA Graphic Design + Photography | 2019

SKILLS

Software + Tech Adobe Suite

InDesign | Illustrator | Photoshop Lightroom | After Effects | Premiere Pro Procreate | Sketch | Keynote | Invision Brackets | XD | Microsoft | Klaviyo | Shopify

Visual Communication

Graphic Design Photography **Content Creation** E-Commerce Marketing Social Media Marketing Email Marketing Advertising Al Powered Mechanics Package Design Branding Photo Manipulation Print Knowledge **Production Management** Research + Development Color Theory Creative Problem Solving Post Production Services **Digital Illustration**

caitgriffith.com

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Portfolio available upon request

EXPERIENCE

Social Media Director + Marketing Coordinator Secret Dreams Music Festival | Legend Valley, OH | July 2023-Present

Plan, design, implement and monitor social media marketing campaigns. Create, curate and manage social media content, including text, audio, visual and

multimedia formats. Engage users with prompt responses, organize competitions, ask questions and

cultivate relationships. Monitor social media trends, including developments in design, applications, strategy and innovation to stay relevant and effective.

Marketing Manager SeriesFest | Denver, CO | November 2022–June 2023

Led a cross-functional team to execute successful marketing campaigns Designed and implemented comprehensive marketing strategies to create and manage a budget of \$10k to execute marketing initiatives, resulting in a increase in brand awareness Produced ideas for promotional events or activities and organize them

Responsible for all digital and print marketing materials

Conduct general market research to keep upholding trends and competitors marketing movements

Social Media Director + Lead Graphic Designer COGT Event + Music Productions | Denver, CO | March 2021–May 2022

Curated Social Posts across cross platform algorithms Develop rough layout and concepts to be approved by clients Designed all content needed throughout the venue Responsible for all digital and print marketing materials Conceptualized new designs for marketing material and ad campaigns Created client contracts + invoices

Associate Designer + Social Media Director 1908 Brands | Boulder, CO | October 2021-August 2022

Created graphic emails used in campaigns Wrote copy for blogs, emails, social posts, and all marketing collateral Planned and scheduled advanced content on social media Ran paid marketing campaigns on various social media platforms Executed campaigns to boost sales Conceptualized new designs for marketing material and ads

Lead Graphic Designer + Social Media Director

Blue Forest Farms | Longmont, CO | April 2021-August 2021 Designed all product labels Curated and create all social media content Updated all website content to represent new branding Photographed products Designed and produced merchandise

Junior Graphic + Visual Designer Phase One Music CO. | NYC | May-August 2019

Created promotional videos for high profile clients Designed merchandise for artists Redesigned main company website and artist's personal websites Signed NDA's to protect clients Managed and ran various artists social platforms

Junior Graphic Designer EDM World Magazine | Harrisonburg, VA | January 2018-March 2020

Designed full spread issues Oversaw all other designers and assist with any issues Ensured all layouts were produced in time to meet production In charge of branding and social media collateral Created design and branding guides for the design team