

SCOTT BUGA

CONTACT

4036 7th Street NE
Washington, D.C. 20017
Scott.Buga@gmail.com
440-225-6683

PORTFOLIO

www.sprocketd.com

SKILLS

InDesign
Photoshop
Illustrator
Acrobat
Microsoft Word
Microsoft PowerPoint
Microsoft Excel
Mac/PC
WordPress
Hootsuite
Linktree

EXPERIENCE

Community Forklift Edmonston, MD

DIRECTOR OF MARKETING & COMMUNICATIONS (December 2020 – Present)

MARKETING & COMMUNICATIONS COORDINATOR (October 2019 – December 2020)

- Lead the redesign and rebranding of all communication materials including website, brochures, posters, public signage, web ads, and print ads
- Plan, write, design, and produce outreach and marketing materials including email newsletters, blog posts, social media posts, videos, and live broadcasts
- Advocate for, allocate, and track grant awards and department budget
- Select and manage relationships with vendors and freelancers

The John F. Kennedy Center for the Performing Arts Washington, D.C.

MANAGER, ADVERTISING DESIGN (November 2011 – July 2019)

SENIOR GRAPHIC DESIGNER, ADVERTISING (February 2009 – November 2011)

Design responsibilities

- Create the overarching season design for multiple genres of performances including theater, symphony, young audiences, community events, and more
- Lay out and design print ads, direct mail pieces, brochures, posters, event invitations, web ads, and email and social media graphics
- Produce a bimonthly 275,000-circulation magazine, Kennedy Center News
- Create illustrations and key art and extensively retouch photos as needed

Professional responsibilities

- Evaluate and incorporate multiple lines of feedback to solve time-sensitive design challenges set by internal departments and outside organizations
- Specify print instructions, review bluelines and other printer proofs, and install/maintain public signage
- Hire, manage, review, and delegate projects to a team of four designers

The Hill Newspaper Washington, D.C.

SENIOR GRAPHIC DESIGNER, PRODUCTION (January 2007 – February 2009)

GRAPHIC DESIGNER, PRODUCTION (December 2005 – December 2006)

Design responsibilities

- Create a daily average of 10 newspaper pages
- Input corrections on designed pages and visuals
- Create infographics and select and crop photos

Professional responsibilities

- Manage the workflow of three full-time Production Designers
- Brainstorm with section editors on illustration ideas, layout, and space allocation for copy
- Assume Deputy Managing Editor responsibilities as needed

EDUCATION

Ohio University

Major: Bachelor of Science in Visual Communication
Minor: Art Certificate: Global Leadership Center