

Meghan Dornbrock

Visual Design Generalist and Content Developer

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summary

Multi-skilled creative professional that combines experience in design and education to create digital content that is functional, beautiful, and accessible.

professional experience

General Assembly

Apr 2019 - present

Content & Creative Ops Assistant

- Builds, maintains, and QAs web pages across multiple CMSs, including Drupal, WordPress, Medium, and Unbounce, ensuring consistency and accuracy.
- General support as needed including file optimization and asset editing.
- Serves on leadership for Disability-Impacted ERG, championing accessibility through internal and external events.

One Shot Podcast Network

Jan 2016 - present
freelance

Webmaster / Host / Artist / Audio Editor

- Design, build, and maintain website that hosts a dozen active shows plus archives.
- Support and train network members in Wordpress and Simplecast.
- Create and update graphics, logos, and other visual elements for print and web.

The Bee Conservancy

Feb 2020 - Nov 2020
freelance

CMS Assistant / Admin & Ops Assistant

- Migrated TBC's web presence to a new WordPress site, ensuring all content was updated or redirected appropriately, including necessary third-party integrations.
- Managed systems and templates in SurveyMonkey, MailChimp, and EventBrite to better facilitate communication with beekeepers and volunteers.

Equitable

Jan 2020 - Dec 2020
freelance

Podcast Producer

- Recorded and edited monthly episodes of the "Life With Insight" podcast.

Apple

Aug 2013 - Aug 2014

Senior AppleCare Advisor

- Maintained high customer ratings by providing knowledgeable and empathetic support over the phone.
- Created and implemented professional development for trainees and team members on internal productivity tools.

education

Fashion Institute of Technology

Fall 2015 - Spring 2017

BFA Summa Cum Laude • Computer Animation & Interactive Media

Syracuse University

Fall 2010 - Spring 2012

MLIS • Library & Information Science, School Media

University of North Florida

Fall 2004 - Spring 2009

BA • English

skills & proficiencies

Design:

Illustrator
Photoshop
InDesign
Figma

CMSs & Web:

WordPress
Drupal
Medium
Unbounce
HTML
CSS
PHP

Motion & 3D:

AfterEffects
Blender
Maya
Unity

Podcasting &

Audio:

Audacity
Audition
Simplecast
Libsyn

Productivity:

Jira
Notion
Trello