





Holly Slocum

UX/UI Designer &
Digital Project Manager

Contact

-  360-487-9701
-  h.slocum@gmail.com
-  linkedin.com/in/hollyjune
-  hollyslocum.com

Skills

UX/UI design
Wireframing & prototyping
Web design
Web accessibility
Project management
Workflow implementation
Brand design
Front-end web development
Digital preservation
Digital photography

Tools

Figma
Adobe XD
Zeplin
InVision
HTML5
CSS3
JavaScript
jQuery
WordPress
Adobe Illustrator
Adobe Photoshop
Adobe Lightroom
GitHub

Education

Bachelor of Arts in Digital
Technology and Culture
Washington State University
Vancouver
Graduated 2019

Experience

Electronic Literature Lab

Project Manager, Senior Designer

June 2018 – Present

- Oversee the production and workflow of the lab's initiatives, including project roadmaps, task management, scheduling, and facilitating both team and client meetings
- Coordinate the lab's research and production teams to ensure efficient and effective collaboration for different project needs
- Manage and maintain the lab's administrative needs, including payroll, contracts, and proposals
- Design and implement user interfaces for websites and other web applications produced and managed by the lab, taking into consideration web accessibility standards, development needs, and project scope
- Prepare and present wireframes and high-fidelity prototypes for websites and other web applications produced and managed by the lab
- Oversee the production of other creative assets by junior designers, including posters, social media graphics, logos, and presentation decks
- Mentor and train undergraduate researchers participating in lab activities

Electronic Literature Organization

Coordinator

July 2020 – Present

- Manage the daily operations of the organization, including membership, accounts receivable, and member and vendor communications
- Coordinate weekly with the organization's President to ensure they are up to date on the current status of the organization and its initiatives
- Maintain Quickbooks and assist the Board Treasurer with budget reports
- Schedule and facilitate meetings for the Board of Directors and initiative committees
- Assist with execution of the organization's yearly international conference
- Maintain the organization's WordPress website, collaborating with the back-end manager for server and security updates
- Keep track of organizational records, including SOPs, historical documents, archives, reports, financial documents, and contracts
- Design letterhead, business cards, web flyers, and presentation decks as needed

Live CGI

Contract UX/UI Designer

March 2022 – Present

- Prepare user stories to map the user experience for new products and features
- Collaborate with the development team to plan product and feature functionality
- Design wireframes and high-fidelity prototypes for new products and features, taking into consideration accessibility standards, development needs, and project scope
- Conduct user testing and utilize behavior metrics from Hotjar to inform design decisions and produce updated iterations
- Prepare hand-off documents for the development team to ensure designs are effectively communicated, as well as product brand guides for marketing use
- Design and develop single-page websites for marketing and promotional needs using WordPress as well as HTML, CSS, and JavaScript
- Design presentation decks and pitch decks for stakeholder and investor presentations