



online portfolio --> www.leighsite.com

COMMUNICATIONS EXPERT with over fifteen years of multimedia experience. Possess ad agency and education market expertise in web design and development, a creative vision and voice, and the ability to produce in all areas of media: web, interactive, podcasting, e-mail marketing, flash interfaces, illustration, animation, graphic design, photography, audio engineering, and online/broadcast video.

I welcome a challenge, strive for the most direct and creative solutions, possess an inspired attitude, and have the confidence and flexibility to carry complex designs through all levels of production successfully.

WEB/MEDIA/PRINT

Harvard University (Life Sciences Division), Cambridge Senior Web Developer/Media Project Manager (05/05-present)

Manager/Content/Web/Design/Video for grant-funded Multimedia Project, Diversity Program, Science Outreach, and department of Undergraduate Education in the Life Sciences—Manage all areas of communications. Standardize look and feel of each project and maintain integrity and branding. Hire and manage freelance media professionals. Conceptualize and create site design, flash UI, digital photography, and navigation with cross-browser compatible CSS, built for custom server-side, Java based software interface.

Content, design and pre-press of undergraduate education Life Sciences, Technology Symposium, and Outreach print pieces.

Produce multimedia project intros, lab sequences, faculty spotlights, and outros videos for online delivery. Content, design and program final user interface for Multimedia Project. Develop content-specific compression standards and test Flash Media Server streaming technology.

Produce bi-annual Outreach Lecture Series videos and stream online.

Interface design and web host for 2006 Siggraph Award winning Biovisions animation, "The Inner Life of the Cell". Liaison for copyright management and internal and external media requests.

Work with the Executive Director of the Life Sciences to create new look and feel for Undergraduate Education with visualization of experimentations and media rich web content.

Harvard University (MCB Biology Labs), Cambridge, MA Curriculum Coordinator/Multimedia Developer (05/02-04/05)

Content/Web/Design/Video for Grant-funded Multimedia Project, Science Outreach, and department of Undergraduate Education in Molecular and Cellular Biology (MCB)—Editor of the annual and bi-annual MCB Course Catalog.

Work closely with multiple creative teams to create storyboards, video shot lists, scripts and comp motion graphic intros and FX. Oversee creative direction, manage production of all on-location and studio shoots, and administer all phases of the video budget. Produce Faculty and Concentration Advisor photo shoots and video spotlights.

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WEB/MEDIA/PRINT (CONT.)

Harvard University (MCB Biology Labs), Cambridge, MA Curriculum Coordinator/Multimedia Developer (05/02-04/05)

Work with the Director of MCB to conceptualize and plan cutting edge digital communications strategy for undergraduate education—both within the university, as well to the broader public.

Art direction, DP, lighting, audio editing, video compositing, and motion graphics for grant-funded media projects. Create Flash GUI for web and video content.

Develop technical curriculum for video production and ensure consistent training practices of participating Harvard staff, undergraduates, graduate students and post-docs. Offer media expertise at Apple/Harvard sponsored Technology in Science Symposium, Video Multimedia Group meetings and the Outreach Program.

Create grant management and administration workflow. Coordinate all aspects of the undergraduate curriculum, including all payment approvals, action memos, grant reallocations and online reporting. Manage assistant to the coordinator.

iEmily.com, Cambridge, MA Contract Senior Web Designer/Programmer (6/00-4/01)

Web site for the wellness and health of teenage girls—Create video environment with streaming video, interactive Flash games, and plug-ins download area. Daily content updates on home page and section pages, custom illustrations and gif/flash animations. Program custom JavaScript and image maps. Revamp initial launch design and create new site areas with close attention to graphical user interface. Adapt new Coldfusion templates for IT department.

Create bi-weekly e-newsletter environment, including GUI, web graphics and e-mail marketing. Manage jr. web production artist and give art direction on article design layout and CSS. Brainstorm on new site architecture, partnerships, and content. Act as a liaison between IT and Marketing staff.

Superkernel Design, Boston, MA President/Web/Flash/Video/Audio/Print (6/95-present)

Partial Client List—Arnold Integrated Solutions, Digitas, EPS Communications, Harvard at Home, IDG International, Innovation Management, The Kelsey Group, Mainspring, Rideworks, Sapien, School Market Research Institute

SLP Productions, NYC Producer/Production Manager (10/94-5/95)

Full-service advertising agency—video/film, radio and print. Write and produce commercials, industrials, spec spots, source reels, pro-bono and in-house projects, and create/render 3D graphics.



WEB/MEDIA/PRINT (CONT.)

SLP Productions, NYC
Associate Producer (8/93-10/94)

Clients include: ABC Entertainment, ABC Radio Sweeps '93-'94; MCI, 1-800-GET-INFO; Playtex Family Products Corporation, Banana Boat, Get On The Boat; USA Network, promo; Seagram's, Celebrate; and Weller & O'Sullivan, Foxwoods.

EXPERT LEVEL

Flash, Compressor/Sorenson Squeeze (video compression), Dreamweaver, HTML, Cascading Style Sheets, JavaScript, Java, Actionscripting, Perl, ASP (scripting languages), Final Cut Pro (digital video editing), Motion/LiveType/Adobe After Effects (compositing/animation), ProTools/Peak DV (audio editing), Photoshop/ImageReady, Quark/InDesign, Illustrator (Design)

URLS

multimedia.mcb.harvard.edu, Harvard University (site, UI, video & content design/development & webmaster)
lifesciences.fas.harvard.edu, Harvard University (CSS templates, design, and server side integration, flash UI)
outreach.mcb.harvard.edu, Harvard University (CSS templates and web programming, streaming video)
fas.harvard.edu/~lifesci/diversity, Harvard University (CSS templates and web programming, streaming video)
fas.harvard.edu/~lifesci/tech, Harvard University (Flash UI and logo design, streaming video)
iemily.com (website redesign/development, video/interactive environ, weekly updates & webmaster)
undergrad.mcb.harvard.edu, Harvard University (website development, programming, UI, webmaster)
vmg.abcd.harvard.edu (podcast content)

EDUCATION

Advanced Screenplay Writing, Harvard University Extension School, Spring '06
Multimedia Conference, National Broadcasters Association, Las Vegas, 04/05 & 04/06
Intro to Computer Science (Java), Harvard University Extension School, Fall '04
Macromedia Authorized Flash MX 2004: Application Development, Future Media Concepts, 01/04
Macromedia Authorized Fast Track to ColdFusion MX, Future Media Concepts, 12/03
Macromedia Authorized Fast Track to Macromedia Flash MX 2004, Future Media Concepts, 10/03
Music Composition and Theory, Harvard University Extension School, Spring '03
Final Cut Pro Non-Linear Digital Editing, Boston Film/Video Foundation, 6/01
Introduction to XML, West Lake, 11/00
Adobe Photoshop Seminar, National Association of Photoshop Professionals (NAPP), 9/99

Bachelors of Science in Communications (Television, Radio, Film, Print Production)
S.I. Newhouse School of Communications, Syracuse University, Spring '93
University Syracuse, Study Abroad Program, London, England, Spring '92
Graduated with Honors, Work Study, Dean's List, Cum Laude