

GRACE SHEPHERD

CONTACT

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PROFESSIONAL EXPERIENCE

On-Call Desk Supervisor | July 2021 – February 2023

University of Nebraska–Lincoln Housing

- Ensured coverage for the operation of 24/7 university residence hall service desks
- Trained and onboarded new desk assistants in mail processing procedures and secure key distribution systems
- Provided frontline assistance to students and families during high-traffic move-in and check-out periods

Communications Summer Intern | May 2023 – August 2023

Lincoln Transportation & Utilities

- Produced radio advertisements and a multi-video informational series for the city of Lincoln's public transportation system
- Attended press conferences and studied audiovisual workflows involved in public news releases
- Designed digital graphics for social media and public information campaigns

Media Production Intern | May 2023 – January 2026

Berggren Architects, P.C.

- Developed photo and video assets supporting architectural marketing and internal communications, including project documentation, staff introductions, and headshots
 - Designed branded merchandise and graphics supporting an international scholarship promoting equity in historic preservation
 - Conducted, filmed, and edited interviews with industry experts regarding historic Midwestern buildings
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EDUCATION

University of Nebraska–Lincoln | 2021–2025

Bachelor's of Fine Arts

- Accepted into the **Johnny Carson Center for Emerging Media Arts** – cinema production, animation, 3D modeling, digital fabrication, creative coding, graphic design, sonic arts
 - Minor in Photography – studio lighting, darkroom processing, large-format printing, photo editing/retouching
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SKILLS & SOFTWARE

- Adobe Creative Cloud
- Microsoft Office Suite
- AV Equipment Operation
- Digital Marketing
- Graphic Design
- Davinci Resolve
- Google Suite
- Autodesk Maya
- Portrait Photography
- Scriptwriting/Storyboarding