

CHRISTINA DECHECK gets **shit** done

From strategy and decision-making to juggling all the particulars necessary to pull off a successful project, I thrive on day-to-day details and time-based project planning. After years of working as a successful and collaborative designer I've embraced my inherent need to bring order to the chaos of creative environments. Leading with enthusiasm, I have a tenacious, all-hands-on-deck approach. I successfully pivot between tasks, and revel in the creation of workflow efficiencies that allow team members to focus on priorities.

it

Worked with agile team to transition in-person learning workshops to a virtual programming environment in less than one month

- Expanded programming sessions from 120 in 2019 to 500+ in 2020
- Managed scheduling, registration, and invoicing process for 500+ participants and 50+ mentors in 2020

Managed the implementation of Neon CRM and created workflows to track client records, donations, and personal data

- Collected data from forms, external systems, spreadsheets—scraps of paper, piles of business cards, Post-it notes—and staff interviews
- Populated CRM with 1800+ contacts, client historical participation details, and donation records

Coordinated an annual four-hour fundraising gala that highlighted the talents of students, musicians, and visual artists; an evening that entertained and engaged both children and adults

- Managed check-in process for 24 purchased tables, 300+ single ticket holders, and several vendors
- Scheduled 70+ volunteers for 12 event areas

Project managed, and assisted during multiple architectural, medical, product, and portrait-based photo shoots

Designed marketing materials for print and digital projects in a variety of freelance, in-house, and agency environments

skills to get **it done**

Organization

Google Drive, Microsoft Office, Trello, Jira, Wrike, Miro, Mural Network for Good, Neon CRM

Design

Adobe Creative Cloud
(InDesign, Illustrator, Photoshop, Bridge, Lightroom)

Web

WordPress, HTML, CSS, Mailchimp, Hootsuite

where **it was done**

The Ability Center

Community Program Director
2022 - currently

Islands of Brilliance

Director of Programs
2019 - 2021

Flad Architects

Senior Graphic Designer
2014 - 2019

Monona Farmers' Market

Steering Committee Volunteer
2015 - 2016

Milwaukee Journal Sentinel

Web Designer
2012 - 2013

C2

Graphic Design Contractor
2009 - 2014
Trek Bikes
Kohler Company
Northwestern Mutual
Kohl's

Milwaukee Repertory Theater

Marketing Coordinator
2007 - 2008

UW-Milwaukee

Bachelor of Arts
2003 - 2007

Christina has demonstrated strong design and project management skills. She has quickly picked up the workflow, adding to **it in a positive way with clear concise designs, and a keen eye toward usability and user experience.**

Phil Kirchmeier

Milwaukee Journal Sentinel

how to get **it**

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