

REBECCA N. GILBERT
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503/975-1407 (c)

OBJECTIVE: Continue to contribute to an arts and culture community in the Pacific Northwest in a meaningful way.

SUMMARY: Project manager and executive with over 20 years dedicated to the printing, art and literary publishing fields. Experience with forming and running non-profit organizations and a Worker Cooperative business. Highly organized, skilled at people and project management, communication and documentation. Dedicated to community-based organizations.

EDUCATION:

1997 BFA in Graphic Design/Book Arts (Contract Degree)
Pacific Northwest College of Art, Portland, OR
Thesis Title: *Author•ity*
Includes study of Book Arts at Oregon College of Art & Craft

1996 Internship
cCrak Press, Portland, OR
Letterpress and screen printing, graphic design, digital type design

1990-1993 Studio Art (major), Women's Studies (minor)
Humboldt State University, Arcata, CA
Undergraduate and general education classes

CONTINUING EDUCATION COURSES:

2017 Basics of Archives
American Association for State and Local History, online course
Introduction to managing and protecting historical records collections

2016 A to Z Grantwriting
Portland Community College, online course
Introduction to grant writing, proposal development, and fundraising for organizations

2002 Monotype University 5
Hill & Dale Press, Terra Alta, WV
Intensive study of Monotype metal type casting

PROFESSIONAL EXPERIENCE:

2017-present Freelance Project Manager and Consultant
Establish project timelines, scope, purpose and goals, financial and material resource identification, research, and assistance with studio archives. Specialize in working with artists, printers, and small non-profit organizations.

Highlights:

Consultant, Norma Paulus Family Collection (2018)

Work with the Paulus family to identify materials in their collection, make them more easily accessible to the family, and to define any items that might be appropriate to join existing archival collections. Includes sorting, filing, labeling, recommending appropriate archival storage, and creating an index of materials.

Project Manager, Barbara Tetenbaum "The Slow Read" (2017-2018)

Work with artist Barbara Tetenbaum to establish a project scope and timeline, apply for grant and crowdsource funding, manage implementation of nationwide web simulcast literary art installation and discussions.

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| 1998-present | Owner/Operator, Stumptown Printers Worker Cooperative
Operate a specialty letterpress & offset printing business, focused on music and media packaging. Responsibilities include project management, financial oversight, employee supervision, customer service, computer pre-press, production letterpress printing. |
| 1996-present | Workshop Instructor
Teach workshops related to zine making, letterpress printing and publishing history at regional educational institutions and nonprofit organizations. |
| 2000-2002 | Director, Independent Publishing Resource Center
Oversee operations of organization, including staff and service development, schedule workshops, report to Board of Directors. |
| 1999-2000 | Co-Director, L&B Viewing Room
Coordinate monthly exhibitions & openings, curate both national and international artists' work, supervise gallery assistant, publicity, documentation of exhibitions. |
| 1998-1999 | Assistant Director, L&B Viewing Room
Coordinate monthly exhibitions & openings, curate artists' work, gallery maintenance and preparation, publicity. |

VOLUNTEER EXPERIENCE:

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| 2017-present | Volunteer, Special Collections, Multnomah County Library, Portland, OR
Work with Special Collections Librarian to catalog and create finding aids for printers' archives that are part of the John Wilson Room collection, specifically John dePol and lone goose press/Sandy Tilcock. |
| 2013-present | A.S. Degree Advisory Committee, Clackamas Community College, Clackamas, OR
Advise college staff & administration on development of new publishing degree program within the English Department. |
| 2008-present | Board of Directors, C.C. Stern Type Foundry, Portland, OR
Responsible for strategic planning and programming implementation for small non-profit organization. Operate typesetting equipment. <i>Mission:</i> To preserve the art and industry of the cast letterform. |

- 2003-2006 Board of Directors, Independent Publishing Resource Center, Portland, OR
Responsible for strategic planning for small non-profit organization, lend support to staff and volunteers. *Mission:* to facilitate creative expression, identity and community by providing individual access to tools and resources for creating independently published media and artwork.
- 1998-2008 Print Shop Supervisor, Independent Publishing Resource Center, Portland, OR
Assist new letterpress printers in using press equipment properly, supervise other volunteers.
- 1998-2000 Co-founder & Director, Independent Publishing Resource Center, Portland, OR
Overseeing operations of organization, including staff and service development, scheduling workshops and opening and closing Center. Teach workshops, create publications for IPRC.
- 1995-2005 Store staff, Reading Frenzy, Portland, OR
Customer service relating to small press material, consignments, opening and closing store, assist in hanging monthly art exhibits.

REFERENCES AVAILABLE ON REQUEST