

STEPHEN WOOD • 1716 Beulah Place, Richmond Heights, MO 63117
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EXPERIENCE • **Creative Services Manager, St. Louis Convention & Visitors Commission**

June 1995 to Present

Supervision of in-house creative services department marketing St. Louis as a tourism, convention and event destination. Projects include publications, logos, print ads, brochures, environmental graphics, and direct mail packaging. Design responsibilities include photo shoot direction, creation and enforcement of corporate style guidelines and managing multiple projects simultaneously from initial concepts to final press approvals with proficiency in InDesign, Photoshop, Illustrator, Acrobat and QuarkXpress. Corporate responsibilities include budget creation and management, project scheduling, bid coordination, contract negotiation and staff management.

Creative Director, Allsup Inc.

Creative and production supervision of all advertising, promotional and sales staff support materials for the nation's largest Social Security & Medicare consulting firm. Materials produced were instrumental in company's 3-year ranking as one of *Inc. Magazine's* 500 Fastest Growing U.S. companies.

Sr. Graphic Designer, Bureau of National Affairs

Conceptualized, designed and produced brochures, print ads, logos, direct-mail campaigns and sales staff support materials to market over 70 different publications and services for Washington D.C.'s largest private publisher.

AWARDS • SLCVC Employee of the Year 2005

Association of Film Commissioners International Production Guide Design Runner-Up Award for the St. Louis Film Office Production Guide 1999

American Motorcoach Association Best Group Tour Guide for the St. Louis Group Tour Manual 1998

Suggestion of the Year from Allsup Inc. for business reply mail program implementation.

Information Industry Association Honorable Mention for BNA's Corporate Practice Series

EDUCATION • B.S. Art, Illinois State University

Continuing education in design, advertising and multi-media through various conferences, workshops and active AIGA membership.