



Ruth J. Smucker

1628 SOUTH EIGHTH STREET
GOSHEN, INDIANA 46526
574-606-8241 | RUTHJENNIFER@ME.COM

PROFILE

Over a decade of experience in art, design, marketing, sales, and management.

Proven design skills in a wide range of work from the design of furniture to print materials and websites.

Proficient in collaborating with others including craftsmen, professional printers, and web developers as well as small business owners and not-for-profit directors.

Experienced as a sales and marketing professional familiar with working in a wide range of facets from cold calls and product demonstrations to advertising campaigns and promotional events.

EDUCATION

GOSHEN COLLEGE

Goshen, Indiana | 2000-2004

B.A., Major in Art with concentration in Graphic Design, Minor in Multimedia Communications.

EXPERIENCE

FREELANCE DESIGNER

Goshen, Indiana | 2003-Present

Assessing needs, finding how these needs can be met and setting prices for projects and writing proposals.

Managing time, schedules, deadlines and projects, as well as finances.

Creating processes for working through projects and keeping close communication with clients.

Designing for web and for print.

MARY KAY INDEPENDENT BEAUTY CONSULTANT

Goshen, Indiana | 2007-2012

Booked facials, parties, and shows and coached hostesses regarding how to host their party or show.

Performed product demonstrations through facials, parties, and shows.

Recruited persons to join the Mary Kay opportunity and performed interviews.

Managed time and finances for the business as well as placed orders and maintained inventory.

Attended weekly unit meetings, participated in leadership programs and taught fellow consultants.

ADMINISTRATIVE ASSISTANT, SALES ASSISTANT

Swartzendruber Hardwood Creations at the Old Bag Factory, Goshen, Indiana | 2009-2011

Opened the Old Bag Factory and ran the business' day-to-day operations.

Sold furniture and gift items on the showroom floor as well as by Internet and phone.

Coordinated marketing and events for the business and the Old Bag Factory.

Designed various marketing materials and signage as well as furniture for clients.

Worked together with colleagues in all facets of the business, from finances, to orders, to planning.

Marketed the third floor wedding reception hall at the Old Bag Factory and showed clients the space.

GRAPHIC AND WEB DESIGNER, SUPPORT SERVICES, DIRECTOR OF USER SERVICES

Mennonite.net, Goshen, Indiana | 2003-2004, 2005-2008

Brainstormed and designed the creative for ad campaigns and designed new logos.

Worked one-on-one with clients to design banners and backgrounds for sites and to organize site content.

Provided support to those using Caravel CMS, collaborated with developers to improve the user interface.

Ran the organization day-to-day, including: taxes, payroll, donations, and finances.

Co-managed the organization in correlation with the executive director and other board members.

TUTOR

Learning Resources Center, Goshen College, Goshen, Indiana | 2000-2004

Tutored courses in Biblical Literature, Religious History of the Americas, and Humanities courses.

Aided an autistic student with the writing of his papers for his courses.

STUDENT DIRECTOR OF TUTORIAL ASSISTANCE

Learning Resources Center, Goshen College, Goshen, Indiana | 2001-2002

Designed and maintained a web site for the Learning Resources Center.

Matched Goshen College students with proper tutors.

Designed databases to log tutorial information for further analysis.

Performed secretarial tasks.



Ruth J. Smucker

1628 SOUTH EIGHTH STREET
GOSHEN, INDIANA 46526
574-606-8241 | RUTHJENNFIER@ME.COM

GALLERY COORDINATOR

The Arts Centre, Leamington, Canada | Summer 2001, 2002
Managed the day-to-day operation of the centre.
Coordinated the centre's public relations and advertising.
Involved in organization and execution of major centre events.
Wrote weekly article highlighting the centre's goings-on for local newspapers.
Participated in South Essex Arts Association meetings as well as took and distributed minutes.

COMMISSIONS

ILLUSTRATIONS, "LITTLE ROBIN"

For Cathy Miller, Goshen, Indiana | 2009
Painted illustrations for Cathy Miller's book (Little Robin) given to her granddaughter.

"UNTITLED", PORTRAIT

For Michaela Powell, Goshen, Indiana | Spring-Summer 2006
Painted portrait of her grandmother and great grandmother who was a Pokagon Potawatomi princess.

MURAL, "FINGERPRINT - A BROKEN CROSS"

For United Mennonite Educational Institute, Leamington, Canada | Fall 2005
Large mural of a cross using Venetian plaster and acrylic paint.
Painted directly in the chapel.

LENTEN ART PIECE - "SALVATION"

For Leamington United Mennonite Church, Leamington, Canada | Spring 2002
Large sculptural installation piece of built of various media.
The piece was based on a specific reflection on scripture.

SKILLS

OPERATING SYSTEMS: Mac and Windows.

SOFTWARE PROFICIENCY: Drupal, Pages, Keynote, Numbers, Adobe CS5 Dreamweaver, Acrobat Pro, InDesign, Flash, Photoshop, Illustrator, QuarkExpress, Caravel CMS, Quicken, PayCycle, AIM invoicing, FileMaker, Palm, Microsoft Office, common browsers, email clients, and chat software.

PROGRAMMING LANGUAGES: CSS, HTML, some Javascript.

HONORS

Third Place for Unit Sharing | *Stacy Shrock's Mary Kay Unit, Goshen, Indiana | Seminar 2012*
Third Place for Unit Sales | *Stacy Shrock's Mary Kay Unit, Goshen, Indiana | Seminar 2012*
Family of the Month Award | *Knights of Columbus, Council Number 7541, Goshen, Indiana | 2008*
Go-Give Award | *Stacy Shrock's Mary Kay Unit, Goshen, Indiana | Seminar 2008*
Second Place for Unit Sharing | *Stacy Shrock's Mary Kay Unit, Goshen, Indiana | Seminar 2008*
Third Place for Unit Sales | *Stacy Shrock's Mary Kay Unit, Goshen, Indiana | Seminar 2008*
Listed on the Dean's List for academics | *Goshen College, Goshen, Indiana | Spring 2004*
Listed on the Dean's List for academics | *Goshen College, Goshen, Indiana | Fall 2003*
Henry Smith Scholarship | *Goshen College, Goshen, Indiana | 2002 - 2004*
Raymond A. Yoder Art Scholarship | *Goshen College, Goshen, Indiana | 2002-2003*
Chris and Elizabeth Stoltzfus Scholarship | *Goshen College, Goshen, Indiana | 2002-2003*
First prize design, Juried Student Art Show | *Goshen College, Goshen, Indiana | May 2002*
Design titled, "dp Type Design".
First prize design, Juried Student Art Show | *Goshen College, Goshen, Indiana | May 2001*
Design titled, "Composition Studies".
First prize painting, Juried Student Art Show | *Goshen College, Goshen, Indiana | May 2001*
Painting titled, "Question: Science & Religion".
Jill Liechty Memorial Scholarship | *Goshen College, Goshen, Indiana | 2000-2002*
Menno Simons Scholarship | *Goshen College, Goshen, IN | 2000-2004*



Ruth J. Smucker

1628 SOUTH EIGHTH STREET
GOSHEN, INDIANA 46526
574-606-8241 | RUTHJENNFIER@ME.COM

Listed on Dean's List for academics | *Goshen College, Goshen, IN | Fall 2000*

EXHIBITIONS

50th Anniversary Art Faculty & Alumni Exhibit | *Goshen College, Goshen, Indiana | October 2006*

Senior Art Show | *Goshen College, Goshen, Indiana | March 21-April 1, 2004*

Juried Student Art Show | *Goshen College, Goshen, Indiana | May 2002*

She Soup | *The Arts Center, Leamington, Ontario | January 2002*

Juried Student Art Show | *Goshen College, Goshen, Indiana | May 2001*

PRESENTATIONS

Christ Renews His Parish | *St. John the Evangelist Catholic Church, Goshen, Indiana | 2011*
Witness for the renewal weekend.

Art Piece Convocation | *United Mennonite Educational Institute, Leamington, Ontario | Winter 2005*
Spoke about mural called "Fingerprint - A Broken Cross", and about being an artist.

China Study Service Term Convocation | *Goshen College, Goshen, Indiana | February 14, 2003*
Assisted in presentation about the China Study Service Term Fall of 2002.

PUBLICATIONS

Artwork, Connecting Through the Arts Spring Calendar 2007 | *Goshen College, Goshen, Indiana | 2007*
Senior show artwork used as an illustration for the calendar of events listing.

Artwork, Goshen College Art Department Home Page | *Goshen College, Goshen, Indiana | 2004-2007*
Senior show artwork used as illustration for the Art Department Home Page.

Artwork, Art Department's 50th Anniversary CD | *Goshen College, Goshen, Indiana | 2006*
Slide show displaying the work of Goshen College alumni.

Devotional for the third week of Lent | *Goshen College, Goshen, Indiana | March 2004*
Wrote devotional posted at www.goshen.edu.

Research for Art Book | *Goshen College, Goshen, Indiana | Spring 2002*
Researched with Gwen Miller, Associate Professor of Art, the relationship between color and typography.

Artwork, Goshen College Calendar | *Goshen College, Goshen, Indiana | 2001-2002*
Student artwork used as illustration for March.

Artwork, Goshen College Bulletin Magazine | *Goshen College, Goshen, Indiana | April 2001*
Student artwork featured on cover and in the feature article on Science and Religion.

Article, The Record | *Goshen College, Goshen, Indiana | Thursday, March 3, 2001*
Wrote an article regarding the Juried Student Art Show.

Illustration of Poem, Broadside publication | *Goshen College, Goshen, Indiana | Spring 2001*

WORKSHOPS

Communication in Marriage | *St. John the Evangelist Catholic Church, Goshen, Indiana | February 2010*

Women of Grace Study Group | *Elkhart, Indiana | 2008*

Catechetical Institute Day | *Wawasee, Indiana | November 8, 2008*

Mary Kay Conferences | *South Bend, Indiana and Indianapolis, Indiana | 2007-2012*
Attended area conferences hosted by Mary Kay Inc.

Focolare Conferences | *Valparaiso, Indiana and Chicago, Illinois | 2007-2011*
Attended conferences on living the spirituality of unity hosted by the Focolare Movement.

Eucharistic Congress | *Notre Dame, Indiana | August 18, 2007*

Bishop's Young Adult Retreat | *Syracuse, Indiana | March 23-25, 2007*

Rite of Christian Initiation | *St. John the Evangelist Catholic Church, Goshen, Indiana | 2006-2007*
Attended course on Catholic Catechism as preparation for entrance into the Catholic Church.

Art Department 50th Anniversary Weekend | *Goshen College, Goshen, Indiana | October 6-7, 2006*
Engaged in discussions in regards to the art department and personal journeys.
Attended the reception, exhibit, and activities surrounding the 50th anniversary.

Eric Yake Kenagy Visiting Artist, Philip Hershberger | *Goshen College, Goshen, Indiana | Spring 2004*



Ruth J. Smucker

1628 SOUTH EIGHTH STREET
GOSHEN, INDIANA 46526
574-606-8241 | RUTHJENNFIER@ME.COM

Eric Yake Kenagy Visiting Artist, Goat Island | *Goshen College, Goshen, Indiana* | *Fall 2003*
Eric Yake Kenagy Visiting Artist, Vera Clement | *Goshen College, Goshen, Indiana* | *Spring 2003*
Couple's Workshop regarding conflict resolution | *Goshen College, Goshen, Indiana* | *Spring 2003*
Workshop regarding healthy male/female relationships | *Goshen College, Goshen, Indiana* | *Spring 2003*
Training in traditional Chinese painting | *Sichuan Normal University, Chengdu, China* | *Fall 2002*
Trained by tutor in traditional Chinese methods of painting during China Study Service Term.
Eric Yake Kenagy Visiting Artist, Bob Ebendorf | *Goshen College, Goshen, Indiana* | *Spring 2002*
Eric Yake Kenagy Visiting Artist, Miriam Shapiro | *Goshen College, Goshen, Indiana* | *Spring 2001*

SERVICE

Religious Education | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2013-Present*
Teacher of 6th grade class.

Legion of Mary Praesidium | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2013-Present*
President of "Mary, Vessel of Selfless Devotion" Praesidium.

Legion of Mary Praesidium | *Holy Family Catholic Church, South Bend, Indiana* | *2012-2013*
Secretary, "Mary, Mother of our Creator" Praesidium.

Elkhart County Right to Life | *Goshen Public Library, Goshen, Indiana* | *2011-Present*
Board member and designer.

Christ Renews His Parish | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2011*
Team member for Team 2.

Ministry of Care | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2010-Present*
Aiding in distributing of Holy Communion to the homebound, or hospitalized.

Extraordinary Minister | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2010-2011*
Aiding the parish priest in distributing Holy Communion at church.

Children's Liturgy Leader | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2009-2013*
Presented to children the Liturgy of the Word and conducted activities as time allowed.

EWTN Media Missionary | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2008-Present*
Use media, like posters, newsletters, and the parish bulletin to spread information about EWTN television.

Parish Council | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2007-2013*

Young Adult Leader | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2007-2011*

Social Concerns Committee | *St. John the Evangelist Catholic Church, Goshen, Indiana* | *2007-2008*
Acted as secretary, also designed posters and distributed information.

Growing Roots Sunday School Class | *College Mennonite Church, Goshen, Indiana* | *2005-2006*

English and Introduction to American Culture | *Sichuan Normal University, Chengdu, China* | *Fall 2002*
Taught English as part of Goshen College's China Study Service Term.

College Age Sunday School Class | *College Mennonite Church, Goshen, Indiana* | *2001-2002*

Taizé Worship Service | *College Mennonite Church, Goshen, Indiana* | *2001-2002*
Involved in setup and teardown, as well as participation in the service.

Service Day Activities | *Goshen College, Goshen, Indiana* | *Fall 2000, 2001*

REFERRALS

Available upon request.