

Cynthia McCreery

T 604.817.6005

info@bigcityart.ca

www.bigcityart.ca

Profile

I started my professional career working in a small, Northern BC community and learning the value of strong relationships in creating real change in the world. In 2015 I moved to Vancouver to work in the art world. Contracting to The YVR Art Program and the YVR Art Foundation, as well as writing an art blog, has given me the knowledge and skills I need to be an active player in the art world in Vancouver.

Experience

Administrative and Program Coordinator, YVR Art Foundation; Vancouver, BC – 2016-Present

Achievements: creating a culture of support for the recipients of the Foundation's programs, participating in the implementation of the Aspiring Artist Award, becoming proficient enough at website editing to reduce our costs with the web developer, building a Social Media plan that resulted in doubling our facebook followers in 2 years and consistent engagement on Instagram where there was almost none before.

Administrative Coordinator, YVR Art Program, Vancouver, BC – 2015-Present

Achievements: building strong relationships with other contractors at YVR, building a maintenance schedule for the YVR Art Collection, managing all the steps in the YVR Art Loan Program including fostering artist relationships and creating art documentation systems, managing all on-site details of caring for the YVR Art Collection and reporting these to the contract manager, reporting and scheduling conservation for issues with the YVR Art Collection.

Blogger, Big City Art - Vancouver, BC – 2015-Present www.bigcityart.ca

Achievements: building followers (42 on my blog, 638 on Instagram, 112 on Twitter and 144 on Facebook). In 2017 my blog had 2,113 visitors and 5,425 hits. I have had several blog posts shared by the Vancouver Art Gallery on social media and one blog post linked to on the Bill Reid Gallery website news page. My blog is my online professional presence, and although it does not have a huge following, I am very passionate about writing. I use my blog as a way to stay active in the art world, and to improve my ability to communicate through my writing.

Gallery Attendant, Lattimer Gallery, Vancouver, BC – 2015-2016

Achievements: bringing previous knowledge of many of the artists represented by the gallery, learning about the dozens of artists I didn't previously know about, maintaining a positive and engaged attitude with coworkers and customers.

Operations Director, Skeena Watershed Conservation Coalition, Hazelton, BC – 2013-2015

Achievements: creating and overseeing all HR processes including: hiring protocols, staff reviews and regular meetings and check-ins, initiating and overseeing strategic planning sessions, supporting media and funder relationships, contributing to grant writing and tracking systems, implementing a shared digital filing and backup system, bringing a newly acquired database system into regular use by staff members and managing much of the backend administration, overseeing an office redesign and planning functionality of the office space, successfully managing multiple work experience students.

Events and Volunteer Coordinator, Skeena Watershed Conservation Coalition, Hazelton, BC – 2012-2013

Achievements: creating systems for managing event planning, organizing and promoting an art workshop weekend and art auction, organizing and promoting a river float event with nearly 100 participants on the water, enhancing volunteer engagement by matching skills with organizational needs.

Youth on Water & Women on Water Program Coordinator, Skeena Watershed Conservation Coalition, Hazelton, BC – 2012-2015

Achievements: implementing systems for organizing sign-ups and managing structures within the program, hiring guides and facilitators, resolving a major staff dynamics issue, connecting with engaged participants to assist with promoting the program, ensuring youth and women at-risk had the opportunity to participate in the programs, hiring a video editor to create a promotional video for the program.

Gallery Attendant, Eagle Aerie Gallery, Tofino, BC – Summer 2009

Achievements: learning about the stories and imagery in the art in a short period of time, sharing information and stories with visitors to the gallery, learning discretion and how to target information to a buyer's needs.

Education

University of Victoria, Victoria, BC – Bachelors Degree in the History of Art, Honours with Distinction, 2001-2005

TREC (Training Resources for the Environmental Community) – Stepping up to Leadership and Senior Leadership, five weeks of cohort training - 2012-2014

Skills

My most valuable skill is the ability to build strong relationships with coworkers and collaborators. I am adaptable to new environments and quick to learn new skills and systems. I am passionate about finding the best and most efficient ways for a team to excel, however, I believe it is important to learn existing systems before introducing a lot of change. I am innovative and engaged in the work I do, and I always aim to bring the greatest value I can.

References

References available upon request