

Laura L. Voight
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September 1992
Present

Voight's Visions – Owner/Photographer

- Established and maintained a creative based business, including website development, sales and order production and bookkeeping.
- Managed all marketing and branding, slide submissions, grant submissions. art show production and development.
- Workshop instruction and adult education.
- Sales and Use Tax Permit with the California State Board of Equalization.
- **Non Profit Clientele:** Child Abuse Prevention Center, San Francisco; Mill Valley Community Center; Art Now; Redwood High School; Youth in Arts, Marin Co., CA; Philadelphia Museum of Art; Wyck Historical Society.
- **Commercial Clientele:** Evolution Furniture, The Sak, Bebe.

January 2003
February 2005

Macke Asset Management – Office Administrator & Hedge Fund Manager

- Implemented organizational structure for business operations of a hedge fund (valuation of \$25 million) and four business partnerships.
- Responsible for communications to high net worth investors (24), SEC registrations and compliance, and all daily operations.
- Put into place bookkeeping systems for all businesses with QuickBooks. Compiled all year-end tax preparations and audited financial information.

August 2001
June 2002

Redwood High School – Photography Instructor/Tamalpais Union High School, Marin Co., CA

- Independently contracted to enhance and develop the curriculum and study of photography at the high school level.
- Responsible for the maintenance of 16 enlargers in a working darkroom with 30 students per class, five classes per day.
- Development of digital photography and employment resources.

August 2000
June 2002

Adult Education Instructor, Marin County Community Classes

- Responsible for continued development of program and creation of new curriculum for adult education. Developed and instructed new classes including: Basic Black and White Photography, Polaroid Transfers, Advanced Polaroid Imaging, and Better Basic Photography.

January 1998
January 2000

Assistant Photographer and Studio Manager – Rory Earnshaw Photography

- Responsible for management, production, and postproduction of commercial digital, film, and print jobs, including both digital and traditional film with print production and digital files for print production.
- Layout and design assignments as well as commercial production of photography for e-commerce.
- Digital Skills: Photoshop 5.5 retouching images.
- Assisted with lighting and set design.

September 1993
October 1997

Philadelphia Museum of Art, Philadelphia, PA

- Promoted from volunteer position (1-1/2 years) to Darkroom Technician and Rights and Reproductions Photographer.
- Responsible for the majority of darkroom black and white processing and printing for entire Conservation Department June 1994–October 1996.
- Experienced with x-ray photography of art objects.
- Employed in Rights and Reproductions during the summer and fall of 1996 while textile book was in production. Assumed the majority of work responsibilities of the Assistant Photographer. Duties included copy stand photography, production of educational slides for museum lectures and presentation, photographing original artworks for the Print Department, processing all black and white film, and assisting with studio photography.

January 1995
November 1997

Wyck House, Philadelphia, PA

- Photography of nearly 1,500 objects in historic collection. Worked under the specifications and deadlines of the William Penn grant.
- Responsible for handling and photographing art objects.
- Organized and cataloged entire collection to be conserved at the Philanthropic Society of Philadelphia.

COMPUTER SKILLS:

- Accomplished in both Macintosh and PC platforms.
- Proficient with: Adobe Photoshop 7.0, QuickBooks 2004/2005, Palm Pilot, Windows XP, Microsoft Office (Word, Excel, Outlook, PowerPoint)

EDUCATION:

- **Learn-It, San Francisco, CA 2004**
Coursework: QuickBooks, Microsoft Outlook, Windows XP, computer networking, Inside Your Computer.
- **Community College of Philadelphia, Philadelphia, PA Continuing Study of Photography 1995–1997**
- **Rosemont College, Rosemont, PA Bachelor of Fine Arts 1992–1994**
Senior thesis: Photographic images of outdoor sculpture in Fairmount Park, Philadelphia, PA. Custom processed and printed silver gelatin images. **First edition sold out.**
- **Ohio University, Athens, OH Bachelor of Arts Psychology, Minor in Spanish 1985–1988**

EMPLOYMENT REFERENCES:

Jeff Macke Macke Asset Management (415) 789-0399
John Quarles Macke Asset Mgmt (415) 298-2759
Rory Earnshaw (415) 431-6406
Dolores O'Donahue Community Education (415) 458-3420
Lynn Rosenthal Philadelphia Museum of Art (215) 684-7904
Email addresses available upon request.

CLIENTELE REFERENCES:

Anastasiya Randall (415) 265-9616
Pam Marsh (415) 892-1139
Liz Schumacher (415) 388-2433
Jessica Kosmowski (415) 786-7682
Tony Butler (415) 454-8084
Email addresses available upon request.

PUBLICATIONS:

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| March 2003 | <i>"Artists of Northern California"</i> Alcove Books Oakland, CA |
| April 2000 | <i>"The Mill Valley Herald"</i> Mill Valley, CA |
| Spring and Fall 1999 | <i>"Annual Stockholders Report for Bebe"</i> San Francisco, CA |
| December 31, 1996 | <i>"The Review"</i> Philadelphia, PA |
| November 3, 1996 | <i>"The Cadwalader Family Bulletin"</i> Philadelphia Museum of Art |
| Fall 1996 | <i>"The Members Magazine"</i> Philadelphia Museum of Art |
| Fall 1995 | <i>"Limited Editions"</i> Community College of Philadelphia |

SOLO AND GROUP EXHIBITIONS

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| February 2002 | Frame O Rama | Group Exhibition of Student Work |
| January 2002 | Frame O Rama | Group/NY Skyline |
| December 2001 | Frame O Rama | Group/NY Skyline |
| October 2001 | Frame O Rama | Group Exhibition/Century Series |
| July 2001 | Frame O Rama | Group Baseball/Baseball Images |
| June 2001 | Frame O Rama | Group Breast/Breast Cancer Images |
| May 2001 | Next Level Communications | Group Exhibition: Retro Show |
| March 2001 | Calumet Photography | Juried Group Exhibition: Iz It Photo #4 |
| November 2000 | Marin Society of Artists | Juried Group Exhibition |
| August 2000 | Marin Society of Artists | Juried Group Exhibition |
| April 2000 | Corporate Show | Solo Exhibition |
| January 2000 | Calumet Photo | Juried Group Exhibition: Iz It Photo #3 |
| May 1999 | Rosemont College | Group Alumni Exhibition |
| May 1994 | Rosemont College | Senior Exhibition Show |