

Kate Bridger

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POST SECONDARY EDUCATION:

November 2010 – March 2011:

Chamber Learning Network, on-line business management and leadership course.

July 2009 – August 2009:

Simon Fraser University, Summer Publishing Workshops.

October 2006: **UBC Sauder School of Business**, successful completion of BC Real Estate licensing course.

September 1973 - April 1976 & September 1977 - April 1977:

University of Toronto, Bachelor of Landscape Architecture, Honours graduate.

Supplementary courses: **Ryerson Polytechnical Institute**, Toronto – Public Relations; Freelance Writing; Interior Design & Real Estate.

WORK EXPERIENCE:

CURRENT:

Self-employment:

~ **'Framed With Care'** - custom picture framing;

~ **Fabric Art** – since 1988, doing business under the name, '*Creations SEW GRAPHIC*'. I design and produce original fabric artwork portraying natural scenery, abstracts and commissioned 'house portraits'. Over the years, I have promoted my own shows and tours and marketed my art as posters and notecards.

~ **'Colour Chats'**, interior design consulting and home staging;

~ **Workshops & Classes** through Selkirk/KSA, Oxygen, Nelson Public Library and privately;

~ **'Get the Word Out'** - freelance writing & editing services, regular print and on-line contributor; editor of academic papers, website copy, correspondence and résumé development for various clients

~ **Graphic & Web Design**, clients in Nelson have included the Ward Street Gallery, Valhalla Path Realty, the Nelson Trading Co., & Duarte Business Services; elsewhere, Boise Cascade Canada & the Rainy River Business Development Corporation among others.

January 2010 – present

Valhalla Path Realty, Nelson BC.

Office Manager & Bookkeeper.

PREVIOUS:

June 2008 – February 2010

Figments, Nelson BC.

Retail sales assistant in a gift shop.

February 2008 – October 2008

Kootenay Carnival Magazine, Kimberley BC.

Marketing & Advertising sales representative for the West Kootenays.

June 2007 – February 2008

Valhalla Path Realty, Nelson BC.

Licensed Realtor working as Assistant to the Broker.

January 1997 – May 2006:

Sole proprietor of **Redfern House & Gallery** - small retail and wholesale business in Nelson, BC specializing in art, interior furnishings & accessories and picture framing.

Responsibilities included store development, purchasing, marketing, promotion, merchandising, personnel management, bookkeeping and client services (*in fact, just about everything!*)

1995 - 1996

Ward Street Gallery, Nelson BC.

Duties included customer service, displaying artwork, picture framing and sales.

SPECIAL SKILLS:

Experienced **computer operator** in both PC and Mac environments – Adobe Photoshop, Illustrator, InDesign, Word and Excel.

Professional fine art picture framer since 1996.

Interior design consultant promoting healthy living in healthy environments.

Writer: development of advertising copy, promotional material and course work. Regular columnist with ***The Kootenay Express*** until 2011, published in ***Articulate Magazine*** 2010, continuing contributor to my personal blog (<http://redfernhouse.blogspot.com>) and **55Plus Pros** website.

Copy Editor: principal client, **University of Cyprus, Greece** – editing and refinement of academic papers and proposals.