

SANDY M. GOPHER

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EDUCATION:

Goucher College, Baltimore, MD May 2010
Bachelor of Arts: Art History, 3.2 GPA
Related Coursework: Art History Survey, Modern Art, Neoclassical Art, The Arts Administrator

Danish Institute, Copenhagen, Denmark January 2009- May 2009
Related Coursework: Women, Art and Identity, Classical Foundations, The Copenhagen Collections

Florence University of the Arts, Florence, Italy June 2007
Related Coursework: Renaissance Art

RELATED EXPERIENCE:

Gallery Assistant, Silber Art Gallery,
Goucher College, Baltimore, MD September 2009-present

- Strategize with the gallery director on ways to improve the gallery.
- Protect valuable pieces of artwork and maintain the gallery's appearance.

Intern, Gallery Imperato,
Baltimore, MD August 2008-December 2008

- Helped with curatorial aspects such as maintaining website, editing press releases and assisting with the hosting of gallery events.

Intern, Brookline Arts Center,
Brookline, MA May- August 2008

- Assisted curators and artists in the Art Center's Gallery with online class registration, reviewing and editing grants, and critiquing press releases.
- Handled finances in a small organization.

ADDITIONAL WORK EXPERIENCE:

Secretarial Assistant, American Paper Recycling,
Mansfield, MA May 2005, May 2006

- Provided office support with clerical tasks such as organizing spreadsheets and handling money orders.
- Worked in the department of accounts payable and accounts receivable.

SKILLS:

- Experienced with Adobe Photoshop, Indesign, Dreamweaver, and Microsoft Office: Word, PowerPoint, Outlook, Excel.