

# Summer Wilton

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## EDUCATION

### **University of New Orleans**

Computer Programming Courses

### **Parsons the New School for Design; Tulane University**

Continuing Education Courses in Design & Technology

### **New York University**

BA in Cinema Studies, minor in Dramatic Writing

## WORK EXPERIENCE

### **Owner, Lead Designer/Developer, Hippie Island Media**

09/2016 - present

Created web development and graphic design LLC / Lead sales and marketing campaigns for acquiring new clients / Create websites and internet solutions for clients using HTML, CSS, Javascript, PHP, SQL, JQuery, etc.

### **Web Strategy Manager, University of New Orleans**

09/2015 - 09/2016

Participated in all overall university marketing programs and campaigns / Aided in the development of marketing and communications strategies / Executed online elements of communications plans / Designed and developed websites / Managed daily web updates and weekly HTML email newsletters / Served as primary liaison to university Web administrators for training and support / Saved money for University by developing web solutions in-house rather than hiring outside firms

### **Web Developer & Web Designer, Westguard Solutions**

02/2013 - present

Design websites and internet solutions for clients / Develop websites for clients using HTML, CSS, Javascript, PHP, SQL, JQuery, etc. / Create custom templates for email marketing and content management systems / Assist in social media strategy and content, Facebook and mobile app development, and software development

### **Director of Communications & Web Designer/Content Creator,**

**City Council President Jackie Clarkson**

11/2010 – 05/2012

Wrote press releases, biographies, and speeches / Coordinated interviews and event coverage with local media outlets / Attended functions as a representative of & photographer for Councilmember Clarkson / Wrote content and managed technical aspects of [www.JackieClarkson.com](http://www.JackieClarkson.com) / Used social media and search engine optimization for strategic public relations / Staffed Criminal Justice & Economic Development committees, gaining a vast knowledge and expertise in both realms

### **Tech Support Manager & Customer Liaison, Hotel Connections, Ltd.**

1/2009 – 9/2010

Supervised 13 web developers and application support specialists / Gathered requirements from Airline clients to create business and technical design documents to implement new functionality in our web applications / Provided customer service and application support to hundreds of application users / Traveled to Airlines' headquarters to train Airline management teams on our web applications / Designed training tools, presentations, and newsletters for company use / Developed processes and workflows for organizing and improving multiple sectors of the company

**Front Desk Agent, Executive Assistant, Marriott Hotels & Resorts (various New York locations), 06/2003 – 01/2008**

## **INTERNSHIP AND VOLUNTEER EXPERIENCE**

**Volunteer with at-risk youth**, Covenant House & APEX Youth Center, 2014

**Cook/Server**, Crescent City Café, 2011

**English & Computer Skills Teacher**, Louisiana-Himalaya Association of Himachal Pradesh, India, Summer 2008

**Public Relations Intern**, 5W Public Relations, Fall 2008

**Research & Production Intern**, MTV Networks/Nickelodeon, Fall 2007

**Screenwriter**, New Orleans Contemporary Arts Center, Fall 2006

**Creator & Graphic Designer**, Hurricane Katrina Benefit to purchase new playground equipment for Newcomb Children's Center of Tulane University in New Orleans, raised over \$40,000, Fall 2005