



## CINDY MORGAN CHAMBERS

7328 Cherry Walk Road, Hebron, MD 21830

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[www.CindyMorganChambers.com](http://www.CindyMorganChambers.com)

### MARKETING MANAGER

Highly creative, people oriented, down-to-earth professional with extensive design and print industry experience providing graphic design, print coordination, marketing and digital printing services for a variety of clientele.

### QUALIFICATIONS

- Skilled in art direction, media and public relations, team leadership, and business management
- Able to complete multiple tasks simultaneously despite unpredictable workloads and conflicting deadlines; quickly adjust to changes in schedule, environment and organizational objectives
- Computer proficient in all major design software including: Adobe Illustrator, InDesign, Photoshop, PageMaker, Acrobat, QuickBooks, Word, Excel, PowerPoint on PC and Mac platforms
- Experienced in the operation and troubleshooting of digital printing equipment including high speed digital copiers, wide format printers, vinyl cutter/plotters

### PROFESSIONAL EXPERIENCE

Wicomico Public Libraries ♦ Salisbury, MD

Grant Writer, October 2017 – Present

Serves as the primary grant writer, managing funder relationships, grant research, application processes and compliance reporting. Strong writing, data analysis, program budgeting, project management skills, with an emphasis on grant compliance and outcome measurement.

- Lead grant research, proposal development and submission – preparing and organizing materials for proposals and submitting and monitoring grant applications
- Draft proposals and grant application narratives and collaborate to finalize with the Executive Director
- Research new funding opportunities on a local, state, and federal level
- Work collaboratively with CFO to ensure accuracy of grant income and expense reports
- Maintain grant compliance and reporting, including outcome measurement and grant budgets—taking responsibility for meeting high standards of accuracy, effectiveness, and timeliness
- Perform research and data gathering –from external sources, as well as Library's program statistics
- Assist in developing presentations for various stakeholders

## Blue Brush Art Studio ♦ Hebron, MD

Owner & Art Instructor, 2015 – Present [www.bluebrushart.com](http://www.bluebrushart.com)

Serves as the owner and operator of Blue Brush Art Studio, a traveling art studio that offers arts and crafts classes to artists and non-artists of all ages. Blue Brush Art Studio is dedicated to helping our community through the gift of art by hosting classes to raise funds that support non-profit organizations or community events.

- Design and order all marketing materials including promotional products, event flyers, banners, social media advertising, website design and updates
- Manage online payment system for all events, process funds, distribute contributions
- Order supplies and create event themes, secure venues to host events
- Instruct creative classes with as many as 60 or more attendees

## Montage Creative Communications, Inc. ♦ Prince Frederick, MD

President / Senior Designer, 1997 – 2016

Served as President and Senior Designer of Montage Creative Communications, Inc. (DBA-Main Street Copy & Design) a graphic design, marketing & digital printing business. Governed a wide range of functions that include client consultation, graphic design, website design, finance, administration, customer relations, business development, and operations management. Define and proactively promote the company's position, image, brand, and character to an ever-widening client base. Oversaw the creation and production of a variety dynamic graphic design and digital printing for clients that includes corporate identity packages, promotional materials, signs, banners, brochures, catalogs and newsletters; also provide digital printing services for walk-in customers.

- Built customer base to 1000+ clients, created a solid reputation of providing dynamic graphic design, cost-effective marketing solutions and outstanding customer service
- Increased list of available services to include signs, banners, posters, and exhibit/conference materials through a successful relocation to a larger facility in January 2007
- Provided services primarily to various educational associations, government agencies, non-profits and small businesses. A sample listing of esteemed clients included: National Child Support Enforcement Agency, Calvert Hospice, Show Place Arena, Gallaudet University, Council of Chief State School Officers, Southern Maryland Hospital Center, Progress & Freedom Foundation, United Way of Calvert County, Georgetown University, Gallaudet University, Calvert Marine Museum

## American Registry for Diagnostic Medical Sonography ♦ Rockville, MD

Communications Coordinator, 1995 – 1997

Participated in the development of strategic communications planning and production of monthly/bimonthly newsletters, marketing materials and membership catalogs. Purchased print services, performed press checks and negotiated with vendors to receive the highest quality services at the lowest possible price. Projected and maintained a positive, professional demeanor that reflected well on the overall organization.

- Successfully and dynamically represented employers at industry tradeshow to further establish brand and services in larger markets, with noticeable after effects in terms of sales and growth.
- Managed conference logistics and traveled to conferences to promote the organization by networking with potential clients and vendors.

Graphica ♦ Lanham, MD  
Graphic Designer, 1988 – 1992

Create scientific research posters for National Institutes of Health and visual presentations for Goddard Space Flight Center, including technical illustrations and slide presentations.

Gasser Associates ♦ Olney, MD  
Graphic Designer, 1985 – 1988

Create hand drawn architectural drawings for fire safety plans for various nuclear power plants. Create technical illustrations, slide presentations, animated film presentations. Operate camera and variety of darkroom equipment.

## PROFESSIONAL REFERENCES

Carmen Nance Gambrell  
Artist, Owner Carmen's Gallery  
14550 Solomons Island Rd. S.  
Solomons, MD 20688  
410-326-2549  
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## PROFESSIONAL AFFILIATIONS & VOLUNTEER EXPERIENCE

Member, Grant Professionals Association 2018

Solomons Plein Air Festival Marketing Committee 2014-2015

Calvert County Chamber of Commerce Member 1997-2014

The Calverton School Auction Committee 2001-2014

United Way Calvert County Board of Directors,  
Marketing Committee & Mardi Gras Fundraising Committee 1998-2001

American Institute of Graphic Arts, Member 2011-2014