

Grace Dillon

(914) 646-5510 | gracemarydillon@gmail.com | gdillondesign.com | linkedin.com/in/gracemarydillon

Education

Manhattan University, Riverdale, NY | May 2025

Bachelor of Arts in Digital Media Arts (Minors: Digital Arts & Humanities, Music) | GPA: 3.69

Honors & Awards: Trustee Scholarship, Performing Arts Scholarship, NCAA Division 1 Swimming Scholarship, Chi Alpha Sigma Student-Athlete Honor Society, MAAC All-Academic Honor Roll, Pen & Sword Honor Society, Epsilon Sigma Pi Honor Society, Dean's List

Intern Experience

Manhattan University Athletics, Design, Marketing, and Social Media Intern June 2024 – Present

- Design social media posts for Manhattan sports teams, and for gojaspers.com
- Edit photo, video, and audio assets; create unique graphic assets
- Establish cohesive social media branding assets
- Post graphics, photos, videos, and stories to multiple social media accounts weekly
- Communicate daily with the Director of Strategic Communication/Digital Strategy
- Experience fast-paced professional design and marketing under senior media team

InfluenceTee, Graphic Design Intern

August 2023 – May 2024

- Create graphic designs for individual athlete clients
- Meet weekly design deadlines by engaging in animated client discussions
- Work with multiple clients on weekly design tasks; meet client expectations on time

Extracurricular Experience

Student Athlete Advisory Committee (SAAC), Graphic Design Chair

August 2023 – Present

- Design social media posts for all team competitions and SAAC events
- Plan and run monthly meetings for team representatives as a member of the Executive Board

Lotus Magazine, Assistant Web Director

August 2023 – Present

- Co-design/plan/edit lotusmagazine.org with chief Web Director
- Designs web layouts, online-only articles, and photoshoots for weekly blog
- Design/edit all elements of a website using Wix as a web editing tool

Manhattan University Performing Arts Department, Musician/Designer

August 2021 – Present

- Principal flute and piccolo: Manhattan University Orchestra and Music Ministry
- Create logos to advertise/market merchandise for MU musical organizations
- Create promotional graphics for concerts and events

Relevant Coursework

Game Design, Introduction to Animation, Digital Print Design, Digital Audio Recording and Editing, Fundamentals of Art and Design, Introduction to Graphic Design, 3D Modeling and Visualization, Digital Drawing, Computer Science I and II

Skills and Tools

Design & Digital Media: Adobe Creative Suite (Photoshop, Illustrator, InDesign, Premiere Pro, After Effects), Figma, Branding & Typography, Painting, Drawing

Web Development: HTML, CSS, C++, JavaScript, Wireframing, Responsive Web Design

Audio & Video Editing: LogicPro, MIDI, Premiere Pro, Digital Audio Production

Productivity & Collaboration: Microsoft Office, Google Suite, Mac/Windows OS