

SARENA E. EBELACKER

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coroflot.com/exhibitgirl

March 3, 2008

Counselor
Internship Center
Fashion Institute of Technology
Seventh Avenue at 27th Street
Room A605-A606
New York, NY 10001-5992
USA

Dear Internship Counselor,

I am in the third semester of my Exhibition Design Graduate Program and I am interested in applying to the Internship Center for a Summer 2008 college-credit internship. I expect to receive my Master of Arts Degree in August 2008 and have maintained a GPA of 3.78.

I have received my BFA in Environmental Design from Maryland Institute College of Art in May of 2007. During the course of my time there, I attended a class called Exhibition Development Seminar in which students worked in collaboration with museum staff and various members of the community to create two important exhibitions to the city of Baltimore.

I was selected to intern at the Office of Exhibits Central, part of the Smithsonian Institution in Washington DC. There I worked in the graphics department designing and printing graphic elements for different Smithsonian museums and traveling exhibitions. Immediately after my internship, I was hired at the National Museum of the American Indian to help produce graphic panels for their temporary exhibit: *Identity by Design: Tradition, Change, and Celebration in Native Women's Dresses*. Now while I am at school I have been freelancing for a small retail and event design firm called Project INC. I measure actual venues around New York City and product 3D renderings of the space for them.

Above I have included a link to my online portfolio and have attached a resume. Thank you for taking the time to look over my credentials. I will be contacting you soon to set up a time to interview with you about an internship position.

Sincerely,

Sarena E. Ebelacker
Attachment: Resume

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Objective

To obtain an internship in the industry of exhibition design.

Education

Fashion Institute of Technology, State University of New York Aug 08
Master of the Arts degree, Exhibition Design
Cumulative GPA: 3.78

Maryland Institute College of Art, Baltimore Maryland May 2007
Bachelor of Fine Arts, Environmental Design
Dean's List 2003-2007

Experience

Project INC., New York, NY Jan 08 to Feb 08
Freelance for Small Retail and Event Design Firm

- On-site measurements of various venues for major projects.
- Created full computer renderings for projects used by designers.

National Museum of the American Indian, Smithsonian, Washington, DC Sept 06 to May 07
Assistant in Exhibition Production Department

- Developed and produced graphics for temporary and permanent exhibits.
- Prepared and installed graphics for exhibits.
- Utilized Adobe Creative Suite, large format printers, mat cutters and lamination machines.

Office of Exhibits Central, Smithsonian, Washington, DC May 06 to Aug 06
Intern in the Graphics Department

- Designed, printed, laminated, and installed graphic panels for multiple Smithsonian exhibits.

Exhibition Development Seminar, Baltimore, Maryland Aug 04 to May 07
Student/ Designer

- Students collaborated with professionals in the museum field to create exhibitions and develop educational programs for local and world-renown artists.
- Worked as a member of the exhibit design team, produced concept drawings, scale models, coordinated vendors and assisted with installation of artifacts and lighting in Baltimore museums. Most recent exhibition: *At Freedom's Door: Challenging Slavery in Maryland.*

Skills

Proficiency in PC and MAC OS, Microsoft Word, Excel, PowerPoint, Adobe Creative Suite 3, Photoshop, Illustrator, InDesign, 3D Studio Max, SketchUp Pro and AutoCAD

Activities

Mentor, Big Brothers Big Sisters of Anchorage Alaska
Member, Student Voice Association Maryland Institute College of Art