



JAKE STRAUSS

EVENT + DISPLAY COORDINATOR • SCENIC DESIGN



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ABOUT ME

Senior Display Coordinator at Anthropologie in Nashville. I currently create, install, and document seasonal window and internal displays.

PORTFOLIO

jakestrauss.net

[@make.with.jake](https://www.instagram.com/make.with.jake)

EDUCATION

**BFA FINE ART,
BA FILM PRODUCTION**
Southern Adventist University

SKILLS

DESIGN CAPABILITIES

Painting • Drawing
Sewing • Carpentry
Laser Cutting • Sculpting
Merchandising
Interior Design
Window Dressing
Concept Mockup & Sketching

SOFTWARE

Microsoft Word • Excel
Powerpoint • Procreate
SketchUp
Adobe Premiere
Adobe Illustrator
Photoshop • InDesign
Google Docs

EXPERIENCE

Senior Display Coordinator, Anthropologie

June 2019 - Present | Nashville, TN

- Fabricate and install seasonal window and interior displays ensuring craftsmanship and presentation are at the highest quality.
- Construct display fixtures and structures from a variety of materials and hardware using carpentry skills.
- Set up props using an array of power tools and on ladders reaching heights of twenty-five feet.
- Use creative judgment to perfect display placement and convey a cohesive story.
- Prototype display design and construction with digital drawings.
- Communicate weekly display updates to senior leaders through mockups and final photo documentation.
- Schedule, estimate, and budget for seasonal displays, fixtures, and props.

Scenic Designer, Memories (Editorial Publication)

August 2017 - May 2019 | Chattanooga, TN

- Researched and previsualized scene concept imagery to properly depict a story.
- Assembled, delivered, and set up props, wardrobe, and decorations for photoshoots.
- Worked with producer to adhere to budget and schedule.

Event Coordinator, Southern Adventist University

June 2017 - August 2018 | Chattanooga, TN

- Planned and executed over 10 social events with 800-1,200 attendees each.
- Led team of 30+ social committee members to setup and tear down event decorations in a timely maner while maintaing upbeat team morale.
- Proposed social activity themes and decor to create immersive experiences.

Activities Assistant, Southern Adventist University

July 2015 - November 2018 | Chattanooga, TN

- Designed, planned, and executed activities for student body.
- Communicated updates in presentation, conversation, and written correspondence.
- Organized and maintained department supplies, fixtures and decorations.

Production Designer, Set Assistant, Various Film Projects

August 2016 - Present | United States

- NBC UNIVERSAL: "Can I Use Your Printer" - *Art Production Assistant, Commercial*
- LOMA LINDA UC: "Eveready" - *Production Designer, Episodic Series*
- Demonstrated leadership, interpersonal skills, and collaborative teamwork on set.
- Located, created, and set up set dressing and props to ensure schedule was met.