

AMANDA MARQUIS

ECOLOGICAL LANDSCAPE DESIGNER AND VISUAL GRAPHICS SPECIALIST

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STRENGTHS

HORTICULTURE & LANDSCAPE DESIGN | CONSERVATION & STEWARDSHIP | COMMUNITY ENGAGEMENT | VISUAL DESIGN | LOGISTICS & MANAGEMENT | TEAM LEADERSHIP | SALES & RETAIL

EDUCATION

M. S., Ecological Landscape Design and Planning, June 2022
The Conway School, Northampton, MA

Dual B.A., Studio Art & Psychology, May 2015
University of Vermont, Burlington, VT | Magna Cum Laude, 3.9 GPA

High School Diploma, June 2011
Canaan High School, Canaan, VT | Valedictorian, 4.0 GPA

TECH

- Adobe Creative Cloud (Expertise in InDesign, Photoshop, Lightroom, & Illustrator)
 - Microsoft Office Suite
 - Social media platforms (Instagram, Facebook, Twitter)
 - Google Suite
 - QGIS and ArcGIS Pro
 - Salesforce
 - Mailchimp
 - Squarespace, Wix, & other web development platforms
 - Aerial drone imaging & 3D mapping
 - AutoCAD
 - SketchUp
 - Blender
- ↑ MASTERY
↓ WORKING KNOWLEDGE

EXPERIENCE

LANDSCAPE DESIGN, CONTRACTING, PLANNING, & CONSERVATION

COMPREHENSIVE PLAN & DESIGN, STUDENT CO-DESIGNER

The Conway School, Spring 2022

“A New Arrival to Farm & Wilderness” | Farm & Wilderness, LLC; Plymouth, VT

Co-designed a large-scale landscape design grounded in thorough site analysis and community engagement for the arrival area at Farm & Wilderness, a non-profit summer that serves up to 1000 youth and employs more than 200 people per summer. Client goals included siting new buildings, aligning an accessible trail, and making the landscape more inviting

COMPREHENSIVE PLAN, STUDENT CO-AUTHOR

The Conway School, Winter 2022

“2022 Trail Sustainability Plan” | Town of Sturbridge; Sturbridge, MA

Co-authored a 10-year update to the Town of Sturbridge’s Trails Master Plan, preparing the town for ecological and social sustainability through thorough site analysis and community engagement

LANDSCAPE DESIGN, STUDENT DESIGNER

The Conway School, Fall 2021

“Design for an Outdoor Classroom” | Stoneleigh-Burnham School, Greenfield, MA

Designed an outdoor science classroom for an equestrian boarding school using a process of thorough site analysis guided by ecological design principles

GARDEN TECHNICIAN

Church Hill Landscapes, October 2022 – Present

Key skills: Horticulture & Landscape

Performed fine garden maintenance tasks such as perennial cutbacks, shrub pruning and shaping, planting, and lawn care; responsible for possessing horticultural knowledge to perform work properly and independently

GARDEN CENTER ASSOCIATE

Horsford Gardens & Nursery, May 2019 – August 2021

Key Skills: Horticulture & Landscape | Sales & Retail | Visual Design

Assisted customers in selecting plants suitable for their landscape; Helped care for nursery’s stock of 500+ species of plants; prepared cost estimates; ran Point-of-Sale; scheduled installations; photographed products; created nursery signs using Adobe CC

FIELD ASSISTANT

Vermont Youth Conservation Corps, May 2014 – September 2014

Key Skills: Conservation & Stewardship | Team Leadership | Logistics & Management | Visual Design

Supervised four youth conservation crews stationed around Vermont; cultivated and maintained relationships with project sponsors by providing work progress reports, performed site visits; compiled metrics for end of season reporting; researched, revised, & redesigned the WoRD Book, an educational document used by Youth Conservation Corps nationwide to structure and facilitate educational group discussions

BARRE COMMUNITY
CREW LEADER

Vermont Youth Conservation Corps, May 2015 – Aug 2015

Key Skills: Conservation & Stewardship | Team Leadership | Logistics & Management

Co-led a crew of eight teens selected for an intensive summer conservation and job skills training program through Spaulding High School's special education program and the Vermont Department of Vocational Rehab; cultivated relationship between the Department of Vocational Rehab and VYCC; used a strengths-based approach to provide technical, developmental, and career guidance to crew members through weekly evaluations; completed invasive species management, trail maintenance, and carpentry projects

WOODSTOCK
COMMUNITY CREW
LEADER

Vermont Youth Conservation Corps, May 2013 – Aug 2013

Key Skills: Conservation & Stewardship | Team Leadership | Logistics & Management

Co-led a crew of eight teens to complete a variety of conservation projects on the Marsh Billings Rockefeller National Park with foundations in forestry, carpentry, masonry, and trail building; trained crew members on conservation practices and tool use/maintenance; delivered weekly performance reviews

ASSISTANT CREW
LEADER

NorthWoods Conservation Corps, 2012

Key Skills: Conservation & Stewardship | Team Leadership | Logistics & Management

Was promoted to a leadership position after one season with the Corps; trained crew members on organization policies, conservation practices and techniques, and proper use and maintenance of tools; led daily round-table discussions on current events and issues

CREW MEMBER

NorthWoods Conservation Corps, 2011

Key Skills: Conservation & Stewardship

Performed conservation efforts on the Silvio O. Conte Fish and Wildlife Rescue such as trail maintenance, invasive species management, and reforestation, and stewardship

FINE ARTS & VISUAL DESIGN WORK

GALLERY MANAGER &
GRAPHIC DESIGNER

Helen Day Art Center, September 2018 – May 2019

Key Skills: Visual Design | Logistics & Management

Led creation of print and digital collateral for exhibitions and education; Provided support for design and production of fundraising collateral while maintaining prior responsibilities

GALLERY MANAGER &
MARKETING ASSISTANT

Helen Day Art Center, July 2016 – September 2018

Key Skills: Visual Design | Logistics & Management | Team Leadership | Sales & Retail

Managed logistics of exhibitions and events; handled, installed, packed, and shipped high-value artwork; trained interns and support staff; drove & managed sales of high-value artwork; communicated with artists and galleries regarding contracts, keeping careful documentation; prepared interpretive materials for exhibitions and delivered guided gallery tours to schools, tour groups, and board members; generated print and digital collateral

INTERIM GALLERY
MANAGER &
ADMINISTRATIVE
ASSISTANT

Helen Day Art Center, March 2016 – July 2016

Key Skills: Logistics & Management | Team Leadership | Sales & Retail

Provided support to Exhibitions Director in executing gallery operations; managed database of members, collectors, donors, sponsors, contacts, and other relationships using CRM software such as Salesforce and Mailchimp; generated social media content

EXHIBITIONS INTERN

Helen Day Art Center, April 2015 – March 2016

Key Skills: Logistics & Management

Provided support to curator and Gallery Manager to pack, unpack, and install artwork managed database of members, collectors, donors, sponsors, & contacts using CRM software

GALLERY ASSISTANT

Green Mountain Fine Art Gallery, September 2017 – May 2019

Key Skills: Visual Design | Logistics & Management | Sales & Retail

Drove artwork sales by communicating the value, significance, and vision of the work of 30+ artists to global collectors; generated content and organically grew engagement on Instagram and Facebook; updated website; designed promotional collateral for exhibitions; performed regular checks of a high-value inventory and kept database current