

## Kelly Badger, BA

**Mailing Address:** 2630 Bath St, Kelowna BC, Canada, V1Y 1M2

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Kelly has been actively working as a contract Graphic Designer for over eight years. She is particularly interested in creating solutions for presenting data visually, developing intuitive layouts for publications, and providing quality assurance for content. She completed her Bachelor of Arts in Communications in 2005 at the University of Calgary. She received a diploma in Computer Graphic Design from Vancouver Community College in Kelowna in 2007.

For over five years she fulfilled the duties of Communications Officer with the International Biodiversity Policy branch of Environment Canada. Her role was originally focused on report layouts and figure design for *Canadian Biodiversity: Ecosystem Status and Trends 2010* – a federal, provincial and territorial summary report that was part of Canada’s commitment to the UN Convention on Biological Diversity ([www.biodivcanada.ca/ecosystems](http://www.biodivcanada.ca/ecosystems)). Her duties evolved to include work on the technical background reports (46 total): communicating with experts across Canada, maintaining reference databases, and standardizing graphics and photo permissions. She was awarded the 2011 Citation of Excellence in Teamwork, Partnering and Collaboration.

Kelly currently lives in Kelowna and works part-time as an office assistant for Urban Harvest; an organic produce delivery company that connects Central Okanagan residents with local farmers.

### Recent publications and clients

*Large Marine Ecosystems Report.* In process. Trans Waters Assessment Programme/UNESCO.

*Life Linked to Ponds; Life Linked to Spring; Life Linked to Tundra.* 2015. CAFF/Arctic Council.  
Illustrated pocket guides to aspects of Arctic biodiversity for children, with accompanying manuals for instructors.

*Canadian Biodiversity: Ecosystem Status and Trends 2010.* Canadian Councils of Resource Ministers.  
Summary report for UN Convention on Biological Diversity and associated technical reports.

Castlemain Group; Advisory services for First Nations communities, Vancouver, BC  
Report design, copy editing, logo redesign  
(May 2012 – July 2013)

Botanical Gardens of Silver Springs; Community volunteer-run gardens, Calgary, AB  
Brochures, logo, map  
(July 2013)

Society of Hope; Non-profit housing provider for Interior BC, Kelowna, BC  
Logo redesign, infographics  
(September 2008 – June 2012)

## Relevant work experience

### **Office Assistant** – Urban Harvest

May 2015 – present

Assists owner with customer support, bookkeeping, and communications. Updated brochures and images for website. Analyzing workflow and currently re-organizing processes; one recent change reduced office work necessary by one day per week.

### **Communications Officer** – Environment Canada

November 2008 – August 2014

Administrative and design support for our branch, International Biodiversity Policy. Largely focused on *Canadian Biodiversity: Ecosystem Status and Trends 2010* and its technical reports. Other duties included preparing and managing files for our finance department, travel and accommodation logistics for international meetings (UN Convention on Biological Diversity and Arctic Council), preparing meeting documents for chairs/delegates, and organizing video, web and teleconferences.

### **Office Assistant** – Miniature Menus & Tigress Ventures

July 2007 – October 2008

Administrative assistant shared between two entrepreneurs. For Miniature Menus, managed design and distribution of small brochures and communicated between clients, designers, printers, and stockers. For Tigress Ventures, assisted in daily operations of green business consultants. Responsible over 50 sessions of the *Climate Change Showdown*, an environmental educational program: organized the award celebration, personalized program materials, and wrote press releases.

### **Event Coordinator** – Cakewalk Cooperative

January 2007 – August 2008

Initiated a co-op that worked in partnership with the City of Kelowna, sharing the goal of showcasing local artists, musicians, and artisans at a recurring event. Personally responsible for budgeting, licensing, arranging sponsorships, coordinating volunteers, and poster design.

## Education

### **Computer Graphic Design** diploma from Vancouver Career College (2007)

- Excelled in all courses on Adobe's Creative Suite programs (Illustrator, InDesign, Photoshop, and Acrobat Pro).

### **Bachelor of Arts in Communications** from University of Calgary (2000)

- Completed media concentration program with a world area focus on Native North America.
- Minor in Management and Society.