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## Professional Experience

2005 – 2015

**Gallery Systems/Volaris**, 5 Hanover Square, Suite 1900, New York, NY 10004.

Title: Associate Trainer and Project Manager (Client Services).

Supervisor: Danielle Uchitelle, Managing Director, (646) 733-2264.

Responsibilities:

- o Trained users in TMS (The Museum System) database application, system administration, and database configuration.
- o Consulted with clients on data migration; best practices/collection cataloguing; ways to enhance data capture; metadata and media management; nomenclature development and management; data harvesting for websites.
- o Wrote the TMS Help File (electronic), and plugin application tutorials (Media Loader, Thesaurus Manager, Constituent Merge Tool, Bibliography Importer, Object Importer, Managing Security in TMS, Using the Package Explorer, Crystal Reports for TMS).
- o Managed "empty" database implementations.
- o Assisted in the development of and performed QA testing on new versions TMS 9.0–TMS2014).

2001-2005

**Independent Curator and Collection Cataloguer**

Responsibilities:

- o Catalogued and photographed the Jeffrey Montgomery collection of Japanese art (over 2500 objects; collection in Lugano, Switzerland).
- o Curated exhibitions in Italy, France, and the United States.
- o Wrote essays and managed the publication of exhibition catalogues.
- o Assisted with exhibition design and installation.

Supervisor: Jeffrey Montgomery (deceased).

Exhibitions and publications: *Fashioning Kimono: Dress and Modernity in Early Twentieth-Century Japan* (traveling show; 8 venues), 2006-2011; *Giaponne Color Indaco* (The Color Indigo, Japan); Biblioteca di via Senato, Milan, Italy, 2003; *Avvolti nel Mito* (Wrapped in Myth), Palazzo Ducale, Genoa, Italy, 2005.

1999-2001

**Japan Society Gallery**, 333 East 47<sup>th</sup> Street, New York, NY 10017.

Title: Curator of Education and Managing Editor for Gallery publications.

Supervisor: Dr. Alexandra Munroe, Curator and Vice President, Japan Society Gallery. Currently, Samsung Senior Curator of Asian Art, Solomon R. Guggenheim Museum, New York, (212) 423-3500.

Responsibilities:

- o Managed the installation of exhibitions and publication of exhibition catalogues.
- o Trained and supervised docents for adult education program.

Exhibitions and publications: Frank Lloyd Wright and the Art of Japan, 2001. Yes! Yoko Ono, 2001. Traditional Japanese Design: Five Tastes, 2001.

#### 1997-1998

**The Morikami Museum and Japanese Gardens**, 4000 Morikami Park Road, Delray Beach, FL 33446.

Title: Collections Manager/Registrar.

Supervisor: Tom Gregersen, Director, (561) 495-0233 x 255.

Responsibilities:

- Catalogued and photographed the collection.
- Assisted head curator with installations.
- Managed loan agreements.
- Wrote condition reports.
- Conducted annual inventories.

Exhibitions: *Showa Threads*, 1998.

#### 1994-1996

**Honolulu Academy of the Arts**, 900 South Beretania Street, Honolulu, HI, 96814.

Titles/Positions: Curatorial Assistant, Asian Art Department. Conservation Intern, Textile Department.

Supervisors: Dr. Steven Little, Asian Art Curator. Currently, department head and curator of Chinese and Korean art, Los Angeles County Museum of Art

(LACMA), (323) 857-6010; Julia White, Asian Art Curator. Currently, Senior Curator for Asian Art, UC Berkeley Art Museum and Pacific Film Archive, (510) 642-0808.

Responsibilities:

- Conducted research on newly-acquired collection of Japanese *nihonga* painting.
- Wrote essays for museum newsletters.

Exhibitions: *East Meets West*, 1995.

#### 1988-1993

**Proctor and Gamble, Far East**, Human Resources Department, Rokko Island, Kobe, Japan.

Title: Intercultural Communication Trainer.

Responsibilities:

- Liaisoned with Japanese managers during Technology Transfer Project (Paper Division).
- Trained international managers and new Japanese staff on P&G corporate culture.

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## Education

- MA, Art History, University of Hawaii (Manoa, Hawaii)
- MA, Art History, Kyoto University (Kyoto, Japan)
- BFA Textiles, Central Washington University (Ellensburg, Washington)
- BA, K-12 Education, Central Washington University (Ellensburg, Washington)