

# Jill Ringler

✉ 537 - 41<sup>ST</sup> STREET UNIT B OAKLAND, CA 94609 📧 JILLRINGLER@YAHOO.COM 📞 510-421-6400

## ○ EDUCATION

**2014**      MASTER OF ARTS IN COUNSELING PSYCHOLOGY  
(PROJECTED)    CALIFORNIA INSTITUTE OF INTEGRAL STUDIES, SAN FRANCISCO

- CONCENTRATION IN EXPRESSIVE ARTS THERAPY

**2008**      BACHELOR OF FINE ARTS  
CALIFORNIA STATE UNIVERSITY, EAST BAY, HAYWARD

- DOUBLE MAJOR FINE ART, ART HISTORY
- CONCENTRATION IN MIXED MEDIA, PAINTING, SCULPTURE, CONTEMPORARY ART PRACTICES, THEORIES AND CRITICISM
- GRADUATED WITH HONORS, CUM LAUDE

**2004**      ASSOCIATE OF HUMANITIES AND SOCIAL SCIENCES  
WASHTENAW COMMUNITY COLLEGE, ANN ARBOR, MI

- CONCENTRATION IN FINE ART AND HUMANITIES

## ○ PROFESSIONAL EXPERIENCE

**2009-PRESENT**

RINGLER STUDIOS  
OAKLAND, CA

### CO-OWNER

• OWN AND MANAGE BUSINESS, IN PARTNERSHIP WITH MY HUSBAND. WE PROVIDE PROFESSIONAL ART RELATED SERVICES TO ARTISTS, COLLECTORS, STUDENTS, AND COMPANIES SUCH AS PHOTOGRAPHY, ARCHIVE SET UP, DESIGN AND EDUCATION.

**2007-PRESENT**

STEPHEN DE STAEBLER AND DANA E MATTES ESTATE  
BERKELEY, CA

### STUDIO ARCHIVIST

- UPDATE, MAINTAIN AND ORGANIZE THE PHOTOGRAPHIC AND PHYSICAL ARCHIVE FOR TWO ESTABLISHED BAY AREA ARTISTS
- WORK DIRECTLY WITH AGENT, CURATORS, AUTHORS, AND DESIGNERS FOR ALL UPCOMING EXHIBITIONS AND PUBLICATIONS
- DESIGN AND MAINTAIN PROFESSIONAL WEBSITE AND DATABASE
- GENERAL OFFICE ASSISTANCE

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## 2004-PRESENT

UNIVERSITY ART GALLERY  
CALIFORNIA STATE UNIVERSITY, EAST BAY, HAYWARD, CA

### GALLERY MANAGER, 2010-PRESENT

- MANAGE ALL EXHIBITIONS (4 PER YEAR)
- STAFF MANAGEMENT
- MAINTAIN ARCHIVE
- PUBLICITY COORDINATION
- ART DEPARTMENT COMMITTEE MEMBER
- EDUCATIONAL LECTURER

### ASSOCIATE CURATOR, 2007- 2009

- ASSISTANT TO THE DIRECTOR
- EXHIBITION LAYOUT AND INSTALLATION
- STAFF MANAGEMENT
- ART DEPARTMENT COMMITTEE MEMBER
- EDUCATIONAL LECTURER

### ASSISTANT CURATOR, 2004-2006

- ASSISTANT TO THE DIRECTOR AND ASSOCIATE CURATOR
- ASSIST IN PREPARATION AND INSTALLATION OF ALL EXHIBITIONS
- LOAN, INSURANCE, AND ARCHIVE MANAGEMENT
- EVENT COORDINATION AND PREPARATION
- GENERAL OFFICE ASSISTANCE INCLUDING CORRESPONDENCE, FILING AND SUPPLY ORDERS

## ○ PROFESSIONAL TECHNOLOGY SKILLS

- ADOBE PHOTOSHOP AND ILLUSTRATOR
- FILE-MAKER PRO
- ART SYSTEMS
- MICROSOFT OFFICE
- FLAT-BED AND SLIDE SCANNING
- DIGITAL PHOTOGRAPHY