

## **Melyssa Proctor, MFA, BA**

New Rochelle, NY, 10805 | (914) 310-4885 | [melladonna.org](http://melladonna.org) | [linkedin.com/in/melyssa-proctor](https://www.linkedin.com/in/melyssa-proctor)

### **3D/Graphic Design Generalist | Multimedia Specialist**

Versatile and imaginative 3D/Graphic Design Generalist with a strong foundation in multimedia production, animation, and visual storytelling. Adept at developing engaging eLearning content, creating graphics, storyboards, and video for a variety of audiences and industries. Demonstrates a high level of organization, creative problem-solving, and adaptability across both collaborative and independent projects. Skilled in designing marketing and communication materials that align with brand messaging and user experience goals. Brings a keen eye for detail, a passion for visual communication, and a commitment to producing high-quality, purpose-driven content across digital platforms.

### **Computer Software Skills**

Adobe Photoshop | Adobe After Effects | Autodesk Maya | Adobe Illustrator | Adobe InDesign | Avid ProTools | Adobe Premiere Pro | Adobe Audition | Blender | Storyboarder | PanelForge | Microsoft Word | Microsoft Excel | Microsoft PowerPoint | Articulate Storyline | Rise 360

### **Work Experience**

**New York-Presbyterian, New York, NY**

**November 2022 – May 2025**

#### **Human Resources**

##### **Multimedia Designer**

- Developed engaging eLearning programs by designing, creating and integrating multimedia elements such as graphics, storyboards, animation, video, and audio.
- Created custom learning materials tailored to complex client environments, ensuring alignment with specific educational objectives and branding guidelines.
- Collaborate closely with medical, instructional, and design teams to translate complex concepts into high-impact visual storytelling.

**New York City Police Department (NYPD), 1 Police Plaza, New York, NY**

**August 2022 – November 2022**

#### **Media Service Technician**

- Searched and retrieved digital video evidence from NYPD and Axon systems to fulfill official requests from local, state, and federal prosecutors.
- Used Axon Evidence and related Axon video management tools to review, edit, and prepare body-worn camera and surveillance footage.
- Performed content-sensitive edits to footage in accordance with legal standards, privacy laws, and departmental guidelines.

**Office of Child Support, Department of Social Services, New York, NY**

**August 2020 - August 2022**

#### **Communications and Marketing Vista**

- Assisted in the development of clear, accessible digital content tailored for diverse audiences, including parents, caregivers, and community stakeholders.
- Contributed to visual communication strategies aimed at increasing awareness and understanding of child support services across NYC communities.

**Office of Child Support, Department of Social Services, New York, NY**

**August 2019 - March 2020**

#### **Design Intern**

- Designed and updated print and digital materials, including posters, brochures, and informational graphics, to support outreach and public education initiatives.
- Collaborated with program staff to ensure materials reflected current policies, services, and branding.

**Office of Communications and Marketing, New York, NY**

**September 2017 - May 2019**

**Human Resources Administration**

**Design Intern**

- Utilized Adobe Creative Suite tools, including Illustrator and Photoshop, to create high-quality digital and print designs under tight deadlines.
- Collaborated with the graphics department to develop cohesive visual branding aligned with agency goals and communication strategies.

## **Education**

**Master of Fine Arts (MFA) Computer Arts, School of Visual Arts, New York, NY**

**Bachelor of Arts (BA) Visual Arts and New Media / Minor in Creative Writing, SUNY Fredonia, Fredonia, NY**

## **Freelance**

**“How to Illustrate Your Own Book” Workshop**

**August 2022**

**Speaker**

Conducted a presentation at the New Rochelle Public Library for teens on how to illustrate a book from rough sketches to the finished artwork.

**New York-Presbyterian Educational Motion Graphic**

**January 2022**

**Illustrator / Animator / Sound Designer**

Created a motion graphic animation teaching nurses how to properly change a central line dressing on their patients by collaborating with Nursing Professional Development educators from Weill Cornell Medicine, New York-Presbyterian.

**Rye Children’s Book Festival**

**October 2021**

**Illustrator**

Presented the published book “How Can I Touch the Moon” as the illustrator at a children’s literary festival, engaging audiences and promoting the work through compelling storytelling and visual art.

**Publicolor Stop-Motion Animation Workshop**

**June 2020**

**Animation Volunteer**

Assisted in teaching ninth-grade students stop-motion animation techniques using the Stop Motion Studio mobile application, fostering creativity and technical skills in a classroom setting.

**Women In Animation Student Chapter**

**September 2017 - May 2020**

**Student Leader of MFA Computer Arts department**

Collaborated with department faculty and other WIA student leaders to invite studio artists and alumni to speak and share their work experience with School of Visual Arts students.

**ANNY Best of Fest Conference**

**October 2018**

**Student Volunteer**

Promoted the BFA and MFA Computer Arts degree programs at the School of Visual Arts to festival attendees, effectively communicating program highlights and engaging prospective students.