

Crystal Foss

Summary

A socially conscious curator and administrator, confident writer and public speaker, and an informed, creative and empathetic instructor, aiming to support the dissemination of research and institutional vision to global audiences.

Utilizing digital, analog and alternative process photography, videography, painting, sculpture, book making, web design, and content creation, my work requires a multi-faceted approach to leadership, problem solving, time management, organization and concept visualization.

Experience

Adjunct Faculty at Connecticut State Colleges and Universities March 2020 - Present

- Online photography and digital media instruction
- Audio, Video, Power Point education content production
- 100% Curriculum Conceptualization
- Gallery curatorial assistant

Administrative Associate at Photographic Center Northwest September 2018 - December 2019

- Maintained written communication and built relationships between faculty, administrators, students, members, donors and corporate partners.
- Increased donor, partnership and membership participation through direct communication outreach.
- Managed web multimedia content including website architecture and social media for marketing and development.
- Lead volunteer staff pool maintaining a 40-person schedule including regular shift and on-call hiring.
- Developed research library protocol for accreditation and managed new acquisitions through purchase and donation.
- Developed education and facilities departments databases and infographics.
- Implemented supply and technology process streamlining, resulting in organizational savings.
- Updated writing and organizational protocols for re-accreditation process.
- Developed and implemented off-site partner exhibition practices.
- Assisted exhibition coordinator with labels, checklist management, shipping and condition reporting.
- Maintained accounting software daily in conjunction with processing recurring facilities charges.

Archivist, Printer and Developer at Kenmore Camera March 2017 – September 2018

- Lead commercial digital print lab team of 4.
- Client based project management including: Collection digital archiving, photo editing, restoration, fine art printing and film processing.
- Updated visual marketing assets resulting in increased profits with lower production cost.
- Increased communication and productivity with staff retraining and improved workflow techniques.

Framer at Artist's Edge August 2016 - February 2017

- Frame designer with experience in large format and complex assembly including collectable and highly valuable pieces with museum quality supplies and techniques.
- Advised all medium artists in supply purchasing for creation and framing needs.

Adjunct Faculty at Olympic College *Contract September 2016 - January 2017

- Digital Photography instruction
- Professional Practices instruction
- 100% Curriculum Conceptualization

Curatorial Assistant at Fotofestiwal, Łódź, Poland *Contract September 2015 - June 2016

- Editorial content creation for Assistant to Artistic Director, Alison Nordström including slideshows and presentations.
- Produced exhibition assets for design, print and artwork acquisition.
- Created and managed curatorial checklists used for exhibition design and production.
- Researched artists for inclusion involving coordination with major lending institutions including the Rauschenberg Foundation, Photo Lucida and Greenpeace as well as galleries and individual artists worldwide.
- Managed digital assets for curatorial, marketing, communication and production teams.
- Managed gallery preparation and installation of 4 exhibition sites including 2 main title exhibitions, first ever installation of all 7 Robert Rauschenberg Soviet American Arrays together, and first ever European exhibition of Chim World War II era photographs of Poland.

Photography Adjunct Fellow at Lesley University *Contract January 2016 - May 2016

- Analog Photography instruction
- 50% Curriculum Conceptualization

Curatorial Assistant at Roberts & Raizes Galleries *Contract September 2015 - February 2016

- Assisting Gallery Director Bonnell Robinson and Associate Gallery Director Andrew Mroczek.
- Developed communication network for marketing and promotional use.
- Lead installation of exhibitions including artwork hanging, audio video installation lighting and shipment.

Graduate Teaching Assistant at Lesley University *Contract January 2015 - January 2016

- Teaching Assistant to Andre Ruesch and Thomas Matthews
- 30% Professional practice instruction
- 20% Digital Printing instruction

Visitor Education Assistant & Gallery Operator at Institute of Contemporary Art, Boston February 2015 - October 2015

- Monitored gallery spaces for security and insurance oversight.
- Instructed visitors via informal and formal lecture series.
- Promoted child communication development and artwork engagement through reading series.

Admissions Assistant at Memphis College of Art *Contract January 2013 - August 2013

- Handled confidential materials including preparation, mailing and filing for financial aid and Director of admissions.
- Marketing material management

Photo Laboratory Technician at Memphis College of Art *Contract August 2012 - August 2013

- Managed 24-hour darkroom and alternative process spaces.
- Monitored equipment checkout.
- Maintained digital printing lab spaces.

Education

Lesley University, Cambridge, MA August 2014 – May 2016
Master of Fine Arts (MFA), Photography & Integrated Media, Focus: Critical Theory and Analysis

Memphis College of Art, Memphis, TN August 2012 – May 2014
Bachelor of Fine Arts (BFA), Photography, Minor: Art History, Focus: Film

Three Rivers Community College, Norwich, CT August 2009 – December 2011
Associate of Arts (AA), Painting

Awards & Honors

Travel Grant For participation in Fotofestiwal Łódź	2016
Lesley University Teaching Fellowship	2016
Lesley University MFA Photo Selection Committee Scholarship	2016
MFA Representative to the Deans Advisory Council, Lesley University	2015-2016
Lesley University MFA Photography Grant	2014-2016
Photographers Forum Magazine & Nikon: Best of College Finalist	2014
Dean's Scholarship from Memphis College of Art	2012-2014

Public Talks

Pecha Kucha Lecture Series at Lesley University	April 2016
ICA Pop-Up Talk: The Artists Influence: Nan Goldin & Arlene Shechet	June 2015
Resident Artist Talk: Retrospective of Undergraduate Experience	May 2014

Exhibitions

Wayang Puppets at Yale University, Digital Content Creation, Yale University Art Gallery, New Haven, CT	2020
Roy Tookes: Glitter, Installation Manager, Mohegan Gallery at Three Rivers Community College, Norwich, CT	2020
Innovation at the Intersection of Science, Technology and Photography, Curatorial Assistant, Photographic Center Northwest, Seattle, WA	2019
Historical Samoa, Curatorial Assistant, Harvard Peabody Museum, Cambridge, MA	2019
Communal Apposition: Works from within PCNW, Curator, Atelier Drome, Seattle, WA	2019
The Feminist: Act II, visuals Curator, HiTone, Memphis, TN	2017
Fotofestiwal, Łódź, Curatorial Assistant, Łódź, Poland	2016
Biennial Alumni Exhibition, Exhibiting Artist, Hyde Gallery as Nesin Graduate School, MCA, Memphis, TN	2016
Juror: Mark Scala, Chief Curator at the Frist Center for the Visual Arts, Nashville, TN	
Borderlands, Exhibiting Artist, Installation and Lighting Designer, Roberts & Raizes Galleries, Cambridge, MA	2016
MFA Thesis Exhibit, Installation Assistant, Exhibiting Artist, Roberts & Raizes Galleries at LUCAD, Cambridge, MA	2015
Alumni Graduates Now, Exhibiting Artist, Mohegan Gallery at Three Rivers, Norwich, CT	2014
Juror: Sandra Jeknavorian, in conjunction with fellow sculpture Alumnus	
BFA Exhibition, Exhibiting Artist, Lighting Director, Rust Hall Main Gallery at MCA, Memphis, TN	2014

Skills & Proficiencies

Operational Systems

- Windows OS
- Mac OS

Educational Softwares

- Canvas Learning Management
- Blackboard Learn Software

Administrative Support Softwares

- Microsoft Office Suite
- Google Drive App Suite
- Quickbooks
- Salesforce
- Shopify
- Timeforce

Creative Technical Systems

- Adobe Creative Suite
- All darkroom equipment
- Canon Large Format printers
- Epson Large Format printers
- Canon Flatbed scanners
- Epson Flatbed scanners
- Imacon Film scanners
- Nikon Film scanners
- Noritsu 1800 Film scanner
- Noritsu C-41 mini-lab

Web Design & Social Media Marketing

- Wix
- Wordpress
- Squarespace
- Weebly
- Instagram
- Facebook
- LinkedIn