

# Ashley Blevins Barton

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## ABB Media Design

Owner/Operator

JAN 2011-CURRENT  
North Wilkesboro, NC

## Clients

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Marketing & PR  
**Johnston Casuals**

FEB 2016- CURRENT  
North Wilkesboro, NC

Marketing & Design  
**Elsewhere Restaurant & Bar**

NOVEMBER 2015 – CURRENT  
North Wilkesboro, NC

Web Design & Marketing  
**No Ordinary Women**

JULY 2014- CURRENT  
Waynesville, NC

Website Design  
**By Audrey**

JULY 2014- CURRENT  
New York, New York

Website Design & Marketing  
**VIVO Day Spa and VIVO Restaurant & Bar**

2013-CURRENT  
Harpers Ferry, WV

Creating menus, website design, sending & designing marketing emails.

Website Design, Marketing & PR  
**Battersea Foundation**

JULY 2011- CURRENT  
Petersburg, VA

Creating marketing materials for foundation events, updating social marketing daily, foundation newsletters and coordinating speakers for special events. Developed new Wordpress website for the organization.

Color Separation for Artist- Graphic Work  
**Artist Ellen Brook**

COMPLETED  
San Francisco, CA

Website Design & Marketing

COMPLETED

**Books Etc. by Joy**

*Petersburg, VA*

Creating a website/blog for Books Etc. Linking websites and social media sites to make them more fluid. Designing logo graphic for the business.

Website Design & Sales

COMPLETED

**Breeke & Co.**

*Kearneysville, WV*

Creating catalogs, website design, clothing design work. Travelling twice-three times yearly to trade shows to sell product.

Creative & Bookkeeping

COMPLETED

**Waukeshaw Development**

*Petersburg, VA*

Company bookkeeping using QuickBooks for 20+ companies. Providing profit & loss statements and working with the company's accountant for year-end tax paperwork.

Assisting with creative ideas for developing new businesses and designed graphics, developed the company's first websites for three separate businesses and designed marketing materials for 4 different businesses.

## Employment

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PROPERTY MANAGER

JUNE 2009-JANUARY 2011

**Plum Street Partners**

*Petersburg, VA*

Managing three rental properties totaling over 160 apartments. Diverse work responsibilities included coordinating tenant care, training new employees, and designing marketing materials. I established basic organizational procedures for the office, using Excel, Word, QuickBooks, and Photoshop on a regular basis.

My work with Plum Street opened up several other unique opportunities. I provided instrumental support during the opening phases of two new community businesses. At Demolition Coffee, I designed the menu, researched and purchased equipment, obtained the business license, designed marketing materials and supported initial operations. At Hopewell Lofts, I furnished the model unit, led community reunion events, and networked with the Chamber of Commerce.

PRESCHOOL ASSISTANT DIRECTOR/TEACHER JUNE 2007-JUNE 2009  
**Long's Chapel Pre-K** Clyde, NC

Collected tuition, planned a monthly budget, maintained compliance with state regulations and requirements, and scheduled and supervised staff.

LEAD ESTHETICIAN JUNE 2008-FEBRUARY 2009  
**Mountain Radiance Medical Spa** Clyde, NC

Mountain Radiance Medical Spa was a new business, and my responsibilities and accomplishments included choosing retail products, outfitting the spa with appropriate equipment, building a clientele of over 200 people in less than 6 months, installing spa software, managing all client accounts, and designing pamphlets, commercials and billboards.

PRESCHOOL TEACHER DECEMBER 2006-JUNE 2007  
**La Petite Academy** Raleigh, NC

Fostered positive, constructive educational environment for students.

YOUTH COUNSELOR/TEACHER FEBRUARY 2006-FEBRUARY 2007  
**Eckerd Youth Alternatives** Candor, NC

Leading a group of troubled youth through daily activities in a therapeutic wilderness educational environment.

GUEST COMMUNICATIONS OCTOBER 2005-FEBRUARY 2006  
**Stevens Pass Ski Lodge** Skykomish, WA

Communicated with guests and employees through live ski reports, emails and the company web-site. Resolved guest problems and assisted in special event planning.

OUTDOOR ENVIRONMENTAL EDUCATION AUGUST 2005-OCTOBER 2005  
**Camp Orkila** East Sound, WA

Performed curriculum design and instruction for environmental science courses.

YOUTH CORPS LEADER FEBRUARY 2005- AUGUST 2005  
**Northwest Service Academy\*Americorps** Trout Lake, WA

Recruited, hired and led a crew of 17-18 year old students in trail reconstruction and outdoor education activities.

## Education

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SPECIAL EDUCATION <i>Appalachian State University</i>	MAY 2001- DECEMBER 2004 Boone, NC
COMMUNICATION STUDIES <i>Appalachian State University</i>	ETA of Completion May 2018 Boone, NC

## Philanthropic Work

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WISH GRANTER <i>Make A Wish</i>	2001-CURRENT North Carolina
BOARD MEMBER & FUNDRAISING CHAIR <i>Wilkes Art Gallery</i>	2015-CURRENT North Wilkesboro, NC