

James A. Thomson

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Employment

- 2004-2009 **Amoeba Art Shop LLC**, Philadelphia, PA
Owner and operator of independent retail store selling artist's materials
Managed two retail locations and one e-commerce website, with up to 12 full and part-time employees. Peak annual gross sales of \$350,000.
- 2000-2005 **Need in Deed**, Philadelphia, PA
Office Administrator/Technology Coordinator
Managed annual budget of over \$1,000,000 including payroll and taxes, accounts receivable and payable for 501(c)(3) non-profit organization. Designed, implemented and maintained relational databases for donor record keeping, program assessment, and event management. Solely responsible for Macintosh computer network, and training staff on hardware/software. Used creative abilities to produce program and marketing materials in print, on the web, and on digital video/DVD. In conjunction with the Executive Director, coordinated activities related to producing annual fund-raising and program events. Supported program staff as required in Philadelphia Public School 4th – 8th grade classrooms.
- 1998-2000 **Tyler School of Art, Temple University**, Elkins Park, PA
Graduate Assistant
Managed glass area facilities and shop operations. Duties included oversight of design, construction, operation, and routine maintenance of glass studio equipment, and management of undergraduate student workers. Assisted professors and graduate students as required with computer troubleshooting.
- 1997-1998 **The Patrick Allan-Fraser of Hospitalfield Trust**, Arbroath, Scotland
Assistant to the Director/Artist in Residence
Designed and implemented the original Hospitalfield website. Created database for cataloging historic documents and contents of historic art school. Represented the Trust on site in the Director's absence.
- 1992-1997 **SIUC Graduate School**, Carbondale, IL
Research Glassblowing Apprentice
Managed all aspects of shop operation and maintenance of scientific glassblowing equipment. Designed and implemented relational database for inventory and bookkeeping. Assisted the supervisor in carrying out routine repairs in laboratory glassware for the graduate and medical schools. Designed posters and programs for the Speech Communications Department. Glass Shop Technician for the School of Art & Design. Designed original website for the glass department.
- 1991-1992 **Today's Temporary**, Dallas, TX
Short-term office assistant for various law firms, banks, and corporations.
- 1990-1991 **AlphaGraphics**, Dallas, TX
Marketing Director responsible for marketing chain of seven company-owned print and copy stores in Dallas, Fort Worth, and Austin, Texas.

Education

- 1998-2000 **Tyler School of Art of Temple University**
Master of Fine Arts in Glass
- 1992-1997 **Southern Illinois University at Carbondale**
Bachelor of Fine Arts in Painting, Magna cum laude