

# Courtney Walston

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Cheyenne, WY

## PORTFOLIO & LINKEDIN

- [Portfolio](#)
- [LinkedIn](#)

## RELEVANT SKILLS

- Photography: 10 years
- Microsoft Office: 10 years
- Adobe Photoshop: 9 years
- Adobe InDesign: 7 years
- Adobe PremierePro: 5 years
- Adobe Illustrator: 3 years

## EDUCATION

### Colorado State University

- BA Journalism & Media  
Communication | May 2022

### Laramie County Community College

- AA Mass Media | May 2019

## SKILLS

- Photography
- Graphic Design
- Project Management
- Process Improvement
- Presentation
- Problem Solving

## ACHIEVEMENTS

- Successfully launched and maintained internal online informative posts for the Titles department at Blue FCU that typically garnered 100+ views
- 3 photos featured in Blue Federal Credit Union's published [2023 Annual report](#).

## RELEVANT EXPERIENCE

### Graphic Designer & Marketing Specialist

#1 Properties | Sept. 2024 - Present

- Conceptualize and create visual assets for print and digital mediums, including brochures, flyers, signage, advertisements, social media graphics, and other marketing collateral.
- Utilize graphic design software and tools to produce high-quality designs that meet project specifications and deadlines.
- Provide clear communication with ~100 agents and staff, maintaining a positive attitude and correctly prioritizing in time-sensitive situations.

### Portrait Photographer

Courtney Walston Photography | Aug. 2014 - Present

- Bring to life the visions of 30+ portrait photography clients across an array of occasions including weddings, families and couples.
- Conduct reference image research in preparation for a photo shoot.
- Coordinate with clients regarding details of their shoot.
- Provide client posing direction for optimal portrait outcomes.

### Page Design Manager

Rocky Mountain Student Media Corp. | Aug. 2021 - May 2022

- Assisted the Design Editor and Print Editor in generating newspaper layouts for a print circulation of 4,000 per week.
- Collaborated with the entire Design Department to establish a weekly plan for every print edition of Colorado State University's student newspaper, The Collegian.
- Created striking visual presentations of journalistic articles that enhanced the story-telling of the pieces.

### Graphic Designer & Paginator

Laramie County Community College | Nov. 2018 - May 2019

- Produced flyers, posters and other advertising for the LCCC Music Department that promoted scholarship opportunities, ensemble auditions and events + concerts that the department sponsored.
- Engaged in effective communication strategies to clearly exchange thoughts and ideas with supervisors for successful outcomes.
- Effectively managed timelines and design workload responsibilities to achieve superior service with all requests.

### Paginator & Photo Editor

Laramie County Community College | Aug. 2018 - May 2019

- Produced an average of 5 page designs per monthly issue of LCCC's student newspaper, Wingspan.
- Conceptualized, executed and processed photo illustration content.
- Collaborated with other staff members to work to create successful prints.

## OTHER EXPERIENCE

### Title Specialist I

Blue Federal Credit Union | July 2022 - August 2024

- Responded to all loan-related inquiries in a timely manner.
- Ensured all tasks are processed within department service level agreements including all lien release and filing processes.
- Worked with various parties to complete 50+ lien perfections from a backlog of incomplete auto title work from years prior.