

James R. Mullins

Colonnade Museum Consulting, L.L.C.

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Current Role

Principal

June 2017- Present: Colonnade Museum Consulting, L.L.C. Virginia

Freelance full service exhibition design and production services, specializing in exhibit solutions for institutions that lack a full time design staff or have project based needs.

Prior Employment

Senior Exhibition Graphic Designer

October 2016 – June 2017: Colonial Williamsburg Foundation, Williamsburg, Virginia

Conceptualized, designed, developed, produced and installed graphic components for the exhibitions at the Art Museums of Colonial Williamsburg and other venues with an annual visitation of over 229,000; at times including as many as eleven exhibits in a single year. In addition to these functions, I assisted with exhibit planning, marketing, editing, art handling, and liaised with various other internal departments, external institutions and outside vendors to ensure that historic structures and artifacts were properly cared for during installations.

Exhibition Graphic Designer

June 2005 - October 2016: Colonial Williamsburg Foundation, Williamsburg, Virginia

Supported the teaching of the 18th-century history of Williamsburg and Virginia as well as the exhibition of decorative and folk arts to visitors at Colonial Williamsburg by designing, producing, finishing and installing exhibitions for the Museums of Colonial Williamsburg and other museum related venues. This included print, video, and audio components, purchasing inventory as well as procuring images, and sourcing exhibit materials in compliance with the exhibition budget. In addition to my role in museum exhibits, I supported museum marketing, educational programming, donor and volunteer recognition initiatives, consulted on material culture with the Colonial Williamsburg Costume Design Center and produced training for Colonial Williamsburg's Military Programming, as well as representing the Museums at public functions.

Architectural & Engineering Production Manager

March 2002 - June 2005: Keith Fabry Company, Richmond, Virginia

Oversaw, day to day operations and management of a full service Architectural & Engineering print company, which including large and small format printing in a variety of media; digital archiving, scanning, file management and finishing from blueprints to banners and full-service design work for diverse clients including architectural firms, fine arts printing and museum installations.

Assistant Manager

September 2001 - February 2002: RT Sunday Company, Richmond, Virginia

Handled all areas of customer service, dispatching drivers, assisting production workflow and completion, stocking and fulfilling paper orders from the warehouse. Responsibilities also included providing price quotes, creating work orders, invoicing, quality control and assisting with any client issues, streamlining the various departments and supervising approximately 15 employees.

Color Graphics Department

September 2000 - September 2001: RT Sunday Company, Richmond, Virginia

In the Color Graphics Department at RT Sunday, my job entailed guiding clients through both pre and post production work, reviewing prices with the sales staff, design, production and the final finishing of the job. I had experience with Canon, Xerox, Kodak and Encad large format inkjet printers and color scanners.

Digital Specialist

December 1999 - September 2000: IKON Office Solutions, Richmond, Virginia

Typesetting and digital output in a variety of media on a diverse group of machines, from both small and large format printers. Experience in pre and post production, aiding clients and the sales staff with multiple programs in both a Windows and Mac based environment.

Education**Bachelor of Fine Arts Communication Arts and Design:****Illustration concentration**

1995 - December 1999: Virginia Commonwealth University, Richmond Virginia

Courses on Computer Graphics, Design, Typography, Printing Techniques, Art History, Illustration, Anatomy, Painting, Photography and the History of Graphic Design.

Summary of qualifications

-Freelance Graphic Designer, Author and Illustrator Since 2017.

-Developed and implemented interpreter training seminars for both the Colonial Williamsburg Foundation and the Fort Dobbs, North Carolina State Historic site and have assisted in developing interpretive programming for school children in Loudon and Wythe county Virginia.

-Familiar with numerous Graphics Applications and the Microsoft Office suite in both Windows and Mac platforms.

-Designed and printed a multitude of graphics, reports, and promotional materials for various businesses and museums and have operated both small and large format printers (Epson, Encad and HP), color copiers and plotters, scanners, laminators, bindery, as well as producing digital photography and video kiosk installations.

-Worked with Quickbooks and Thoroughbred billing software platforms and have worked with TMS; a museum collections database.

-An extensive fine arts background from drawing and painting in a variety of media.

-Twelve years of experience with museum exhibitions from both a design and production standpoint.

-Strong writing and primary document research background, authored several papers and presentations on 17th - 18th century material culture and military history, including a book on French and Indian War era firearms "*Of sorts for Provincials: American Weapons of the French and Indian War*".

-Maintaining an online 18th century and back country research blog.

-Participated in numerous educational programs as an interpreter at various historic sites.

-Organized, planned and executed numerous reenactment events in multiple states.

-Assisted in marketing and fundraising for battlefield preservation through the Trust for Public land.

- References, writing samples and portfolio available upon request.