

# Grace Millsaps

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## EDUCATION

### Emory University

Bachelor of Arts, Anthropology  
May 2009  
GPA 3.9

### Google UX Design

### Professional Certificate

Expected November 2021

## WRITING

### Children's Books

Author/Illustrator- [\*Snowball Rainbow: A New Orleans Color Book\*](#)

Author- [\*What the Sleepy Animals Do at the Audubon Zoo\*](#)

Author/Designer- [\*You Wouldn't Like Me Without My Coffee\*](#)

## TECHNICAL SKILLS

### Expert:

Google Workspace  
(including Sheets and Slides)  
Wix Editor  
writing

### Proficient:

Adobe Illustrator  
Adobe Indesign  
Excel  
illustration

### Novice:

Adobe Photoshop  
coding  
animation

## EMPLOYMENT

### Owner 2019 - present

#### Algiers Point Montessori

I founded and teach at a preschool serving children ages 3 to 5. I manage all aspects of the program including enrollment, curriculum, marketing, and facilities.

### Educational Material Designer 2019 - present

#### Freelance

I create and sell Montessori-inspired downloadable teaching resources for preschool and early elementary-aged students.

### Children's Book Author/Illustrator 2012 - present

I have written three children's books and illustrated one children's book, totalling over 45,000 copies in print.

### Executive Director 2018 - 2019

#### Abeona House Child Discovery Center

I managed a not-for-profit childcare center with a staff of 16 and an annual revenue of \$720,000. I was the chief administrator responsible for financial management, operational planning, hiring, and staff development. I reported directly to the Board of Directors.

### Preschool Teacher 2017- 2018

#### St. George's Episcopal School

I worked in a teaching team. I taught a class of 12 two-year-olds. I held parent-teacher conferences, maintained a weekly blog, and assisted with fundraising events.

### Preschool Teacher 2014- 2016

#### Louise S. McGehee School

I worked in a teaching team, teaching one-and-two-year-olds. I held parent-teacher conferences, created newsletters, and assisted with fundraising events. In my second year, I was a new-teacher mentor.

## WEBSITES

### Portfolio Site

[www.gracemillsaps.com](http://www.gracemillsaps.com)

### Educational Materials Store

[www.teacherspayteachers.com/Store/Grace-Millsaps](http://www.teacherspayteachers.com/Store/Grace-Millsaps)