

Martiyana Gillis

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PROFESSIONAL SUMMARY

Current freelance creative with experience in using creative skills and psychology background to brand and market individuals, community organizations and small businesses.

EDUCATION

The Pennsylvania State University **University Park, PA**
Bachelor of Science in Psychology, Concentration in Life Sciences Graduation: May 2022

Neumann University **Aston, PA**
Masters of Science in Pastoral & Clinical Mental Health Counseling January 2024 — Present

CREATIVE EXPERIENCE

The Block Church **Philadelphia, PA**
In House Graphic Designer January 2024- Present

- Assist with building out marketing and creative material for services and church related ministries.
- Creating various custom animations and illustrations to convey sermon messages.
- Maintaining communication with the creative team and high pace environment.
- Photographing services and events, and assisting with promotional social content.

LOV Wellness Studio **Philadelphia, PA**
Manager and Marketing Coordinator February 2023 – Present

- Assist with wellness classes covering meditation, mindfulness, yoga, self-care, mental and emotional wellness practices.
- Create strategic content including graphics, professionally edited images, and promotional videography for outreach purposes to promote wellness classes through various marketing methods.
- Manage online platforms and business presence on search engines.
- Maintain the interior and exterior studio spaces by ensuring the space is cleaned and properly set up for classes and events.
- Handled communications with customers and class leaders in person and online, providing excellent customer service.

Club Valiants Inc. **Philadelphia, PA**
Media Marketing December 2023- Present

- Designing and preparing to launch a newly branded website for organization.
- Coordinating project ideas to encourage enrollment of minority firefighters who are employed or retired with the Philadelphia Fire Department
- Creating promotional material to educate the public about this organization within the Philadelphia Fire Department

Solyni LLC **Philadelphia, PA**
Founder and Proprietor June 2021 – Present

- Founded two entrepreneurial businesses, taking initiative and resourcefulness to establish LLC status.
- Provide handcrafted home and body care products to consumers looking for environmentally friendly and sustainable products while also promoting mental wellness.
- Offer a variety of graphic design and photography services to individuals, businesses, and companies.
- Specializing in promotional branding and marketing for individuals and small businesses.

Kia Caldwell Photography **Philadelphia, PA**
Photography Intern May 2021 – August 2021

- Assisted lead photographer in lighting, set design, and posing, in-studio and on location.
- Handled all communications with clients, providing excellent customer service and information when needed.
- Learned basic photography knowledge and skills, including equipment operation and sharpening creativity

HUMAN SERVICES EXPERIENCE

With Compassion Homecare **Philadelphia, PA**
Administrative Assistant November 2023 – September 2025

- Assist with incoming client referrals and managing the receptionist desk.
- Responsible for communicating with insurance companies and billing departments.
- Manage insurance billing and operating insurance platforms.

Methodist Home for Children

Philadelphia, PA

Family Services Specialist

June 2022 – June 2023

- Counseled parents of families experiencing housing crisis, offering helping skills, active listening, and asking intentional questions for environment assessment.
- Offer support and empathy to individuals struggling with mental health or recovering from substance abuse.
- Managed a roster of 23 clients, providing hands-on field support, and assistance with monthly bill pay, activities of daily living, with the goal of maintaining stable housing.
- Ensured the safety and wellbeing of children in the home through environmental assessments and communication.
- Communicated with Philadelphia housing programs and the Department of Human Services on a regular basis.