# Jedidiah Gardner

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**Creative Operations & Production Leader**

## Experience

### Director of Design (Creative Operations)
EAS (Remote - Seattle, WA) May 2025 to present

- Run creative operations for an EAS team embedded with Docusign's brand and creative team, managing concurrent deliverables and schedules across web, email, and in-product channels
- Own production schedules, approval workflows, and timelines across digital, print, web, video, and experiential programs
- Hire and schedule freelance creative talent, open and manage POs, and track costs against budget
- Produce experiential work, including event booths, signage, and wayfinding, and manage DAM for clients including Docusign and Fanatics
- Leverage AI tools, including Claude, to automate processes and run forensic checks on data and deliveries before files reach clients or vendors

### Senior Designer (Creative Operations)
EAS (Remote - Seattle, WA) Dec 2021 to May 2025

- Combined senior design with creative operations for the EAS team embedded with Docusign, turning requests from product, marketing, and other teams into clear briefs and workflows
- Built project plans with milestones, dependencies, and risks, keeping schedules current as priorities shifted
- Built Docusign's Celtra templates and contributed to design systems for consistency, accessibility, and brand alignment
- Led the Furkin Pet Insurance website redesign and designed the homepage
- Oversaw vendors and POs, working with external partners on quality and on-time delivery

### Creative Director
VDB Compass (Bellevue, WA) 2012 to 2020

- Led integrated campaigns and brand identity systems for multiple businesses, contributing to $100M+ in yearly sales volume for the main holding company
- Built automated marketing asset systems that cut time to market 65%
- Oversaw rebrands and a six-segment digital campaign, taking work through final CMYK print and digital production

### Graphic Designer
VDB Compass (Bellevue, WA) 2008 to 2012

- Designed brochures, digital ads, and marketing materials, collaborating with stakeholders to keep the brand consistent

## Summary

Creative operations and production leader with 10+ years taking creative from brief through production and delivery across brand, marketing, web, email, in-product, print, and experiential. Runs creative operations for an EAS team embedded with Docusign's brand and creative team. Builds production schedules, approval workflows, and templates, and flags risks and dependencies early. Hires and schedules freelancers, manages POs and budgets, and manages DAM. Built Docusign's Celtra templates and automated asset systems that cut time to market 65%. Uses AI tools, including Claude, to automate processes and run forensic checks on data and deliveries. BFA in graphic design; Scrum Master and Google PM certified.

## Education

BFA Graphic Design – SUNY Oswego, NY

### Professional Certifications

Google Project Management
Google UX Design
Scrum Master

## Tools

### Project Management

Asana
Jira
Workfront
Claude
Slack
MS Teams
Google Workspace
PowerPoint

### Creative & Production

Figma
Adobe Creative Suite
Acrobat
InDesign
Illustrator
Photoshop
After Effects
DAM

### Marketing Tech

Salesforce MC
Marketo
Celtra
Google Analytics
CMS platforms

### Digital & Web

HTML/CSS
Responsive design
Video & multimedia production