

# Stephen H. (Ward) Conant

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## May 2022

- FAA Part 107 Certified Remote Pilot (Commercial Drone/UAV Pilot)

## North Carolina Assisted Living Association (NCALA), Raleigh, NC

### Marketing & Communications, January 2014 – January 2022

- In addition to IT Manager duties (below), which I continued to perform, I also:
  - Oversaw publication production, including artwork, layout, computer typesetting, and printing, ensuring adherence to deadlines and budget requirements.
  - Determined arrangement of illustrative material and copy; selected style and size of type.
  - Developed graphics for illustrations, company logos, brochures, signs, and Web sites; used software to draw and print charts, graphs, illustrations, and generate new images (Adobe Creative Suite).
  - Maintained association social media pages on Facebook and LinkedIn, including scheduling posts, creating graphics, etc.
  - Created mobile event apps for annual conferences & trade shows (using CVENT).
  - Created event Web sites for annual Spring and Fall conferences and trade shows that facilitated marketing objectives for the events and provided event registration options, including payments, for attendees and trade show exhibitors.
  - Worked with AV company contractors to design and implement event stage productions for keynotes and breakout presentations.

## NCALA, Raleigh, NC , IT Manager, January 2004 – January 2014

- Design, build, and maintain Web sites; perform Web site updates.
- Write, design, and edit Web page content.
- Evaluate code to ensure that it is valid, properly structured, meets industry standards, and is compatible with browsers, devices, and operating systems.
- Maintain an understanding of current Web technologies through continuing education, reading, or participation in professional conferences, workshops, or groups.
- Consider budgets, performance requirements, or legal issues (accessibility and privacy) in design plans.
- Perform ongoing Web site revision; identify and implement performance improvements; identify problems uncovered by testing or customer feedback, and correct problems.
- Maintain links to and from other Web sites and check links to ensure proper functioning.
- Register Web sites with search engines to increase Web site traffic; perform SEO reviews and tasks.
- Implement procedures for collecting data, such as surveys, opinion polls, or questionnaires.
- Prepare, rewrite, and edit copy to improve readability; proofread copy to detect and correct spelling, punctuation, and syntax errors.
- Oversee publication production, including artwork, layout, computer typesetting, and printing, ensuring adherence to deadlines and budget requirements.
- Determine arrangement of illustrative material and copy; select style and size of type.
- Develop graphics for illustrations, company logos, brochures, signs, and Web sites; use software to draw and print charts, graphs, illustrations, and generate new images.

## URS Corporation, An AECOM Company, Oak Ridge, TN

### Web Design and Production, September 1997 – June 2002

- User interface design for intranet sites/applications.

## Radian International/URS Corp, RTP, NC

### Technical Writer and Editor, August 1994 – September 1997

- Edit, standardize, and make changes to material prepared by other writers.
- Assist in laying out material for publication; review published materials and recommend changes in format, content, and methods of reproduction and binding.
- Arrange for typing, duplication, and distribution of material.

## EDUCATION: St Andrews Presbyterian College, Laurinburg, NC, BA, Philosophy and Religion (double major)

Drone Flight Training, UAV Coach

20-hour Online Aeronautical Knowledge Class, Drone Pilot Ground School