

Jill Johnston

701.303.0252 | jillmichaljohnston@gmail.com | Fargo, ND

Work Experience

School & Studio Program Specialist

Plains Art Museum, Fargo, ND | May 2024 – July 2025

- Led the museum's K–5 annual Fargo Public Schools field trip program, welcoming over 6,000 students annually.
- Trained and mentored the Teaching Artist Team to facilitate both gallery and clay studio sessions.
- Developed and taught curriculum aligned with North Dakota Arts Content Standards, ensuring accessibility and engagement for all learners.
- Collaborated with teaching staff to deliver consistent, high-quality art education experiences.
- Designed and instructed new classes, summer camps, private programs, and free community workshops.

Executive Assistant

Plains Art Museum, Fargo, ND | July 2021 – May 2024

- Supported the CEO & Director, Administration, and Development Departments, as well as the Finance, Executive, Education, and Capital Campaign Committees.
- Coordinated meetings, managed calendars, and maintained confidential correspondence with discretion.
- Prepared digital and print informational packets and meeting materials for board and committee members.
- Maintained office inventory and coordinated communication across departments.

Ceramics Program Assistant

Plains Art Museum, Fargo, ND | June 2020 – July 2021

- Managed day-to-day studio operations and organized tools and materials for accessibility and safety.
- Operated and maintained kilns, prepared clay and glazes, and ensured timely project completion for all educational programs.
- Taught wheel-throwing and hand-building classes for youth and adults.
- Processed studio payments and maintained records to support efficient program management.

Teaching Artist

Plains Art Museum, Fargo, ND | January 2020 – July 2025

- Taught and guided K–5 field trips, leading both gallery tours and clay studio projects.
- Explained exhibition concepts in age-appropriate, engaging ways to promote understanding and curiosity.
- Led art activities for community events, corporate groups, and museum tours to promote public engagement.
- Collaborated on outreach efforts, encouraging museum participation among diverse audiences.

Sales Associate – Fragrances

Macy's at West Acres Mall, Fargo, ND | June 2019 – November 2020

- Educated and assisted customers in selecting fragrances and beauty products tailored to their preferences.
- Maintained an inviting, well-organized counter space and performed opening/closing duties.

Potter's Assistant

Catie Miller Ceramics, West Fargo, ND | May 2019 – March 2020

- Assisted in all aspects of production pottery, including forming, decorating, and finishing ceramic pieces.
- Prepared clay and glazes to ensure efficient studio operations.

Ceramics Studio Worker

Minnesota State University Moorhead, Moorhead, MN | October 2017 – May 2019

- Loaded and fired kilns and maintained studio materials and equipment.
- Organized clay and glaze shipments and ensured safe studio practices.

Skills

Leadership | Communication | Organization | Collaboration | Public Speaking | Time Management

Education

Bachelor of Fine Arts in Studio Art (Ceramics Emphasis)

Minnesota State University Moorhead