



Gabi Clayton

<http://www.gabiclayton.com>

Note: this, just for fun, is my WHOLE resume with everything that I can remember included.

CURRENT EMPLOYMENT

Mud Flat Press - 2000 - present

Co-owner, involved in all aspects of this book publishing using print on demand (POD) technology and digital media publishing. Editing and critiquing books, designing cover art and inside-of-book layout.

Starting in 2017, also folded in the work we did as ClaytonWorks, below – web design, graphic design, and more.

Also, our press was originally named ClaytonWorks Press until sometime around 2011 when we renamed it Mud Flat Press.

Creating, designing and administering the press's website, Facebook and LinkedIn accounts. Set up and manage MailChimp email lists. Videotaping or using Zoom to record events and sharing them via YouTube. Designing flyers and business cards. Business management including communicating with and advising clients, managing, scheduling and tracking publishing projects to finish on deadlines, promoting the books, marketing the business, bookkeeping, budgeting and billing. <http://www.mudflatpress.com>

PAST PROFESSIONAL EXPERIENCE

Mental Health Counselor in private practice; Olympia, WA - 4/1996 to 09/2022

Licensed Mental Health Counselor - Washington, Retired

In private practice counseling individuals, couples, families, & small groups on issues including situation-based depression, grief & loss, life transitions, stress management, burnout, activist trauma & compassion fatigue, relationship/communication issues, parenting & adolescent development, healing from trauma for crime victims, family of origin issues, self-esteem, and personal growth. Planned *Cradled Heart*, a therapist facilitated support group for activists, social service folk, educators, etc. regarding burnout, compassion fatigue and wellness. Maintain business records. Business management. Continuing education classes I have taken (a partial list) are included on my website.

Designed and maintained the websites: <http://www.gabiclayton-lmhc.com> and <http://www.cradledheart.com>

- Member, American Mental Health Counselors Assoc. <http://www.amhca.org> - 11/2005 to present
- Member, Washington Mental Health Counselors Assoc. <http://wmhca.org> - 11/2005 to present
- Listed in The Activist Trauma Database <http://www.activist-trauma.net> - 3/2007 to 2014
- Member, Thurston County HIV CARE Consortium - 1998- 4/2008

Hearthkeeper at Olympia Friends Meeting (Quakers) - 04-2018 to 07/2022

Designed and worked on the website and the calendar and kept the Meeting's database and directory up to date.

Sent out a weekly bulletin of events and announcements.

Six months of the year, laid the monthly newsletter, and the other six months proofread it. Printed the newsletter and got that to the person who mailed it (with labels I printed). Then sent a link to the digital version of the newsletter out on MailChimp.

Primary manager of the Meeting's one-way moderated announcement listserv and several discussion lists.

Managed and scheduled the Zoom account and ran Zoom for Sunday morning worship and other online events.

Managed the rent of the Meetinghouse to other groups. That included upkeep of the rent website.

Served on the upkeep committee and the outreach committee as their staff person.

Kept regular office hours three days a week.

Office Manager, Interfaith Works – September 22, 2015 to January 6, 2018

Responsible for organizing and coordinating office operations and procedures, record keeping, program support, and duties related to communications and marketing. This included mail and correspondence, telephone and messaging, organizing office operations and procedures, coordinating with and supporting staff, board members and volunteers working on events and mailing parties, overseeing supplies and equipment, and acting as a public point of contact for the organization. It required proficiency in Microsoft Office products including Word, Publisher and Excel. It involved design, editing, content maintenance and integration of a WordPress-based website and an e-newsletter using email tools such as Gmail/G Suite and Mailchimp. I managed social media on Facebook; prepared marketing campaigns, publicity and outreach using graphic design and content editing to produce flyers, promotional materials, surveys and news releases; maintaining donor and other databases and mailing lists, and financial records with some accounting support tasks. <http://interfaith-works.org>

ClaytonWorks - 1996 - 2017

Co-owner, involved in all aspects of this graphic arts and design business. Services consist of web & graphic design, copywriting, editing, design of websites newsletters, brochures, business cards, posters, & logos. Business management including office operations such as correspondence, record keeping, bookkeeping, maintaining and updating computers and a printer, communicating with, advising and working in collaboration with clients; and scheduling and tracking projects to meet deadlines.

Safe Schools Coalition - 1996 –6/29/2015 *

Webspinner, mailing list manager and member of the leadership team.

Created, designed and have been responsible for the organization's 900+ page website since 1996. Wrote, edited, formatted, posted and updated information and resources on the website. Embed videos and music on the website. Administered the Coalition's social media accounts: Facebook, Twitter and LinkedIn. Created and edited graphics, manipulated photographs and created animations for the website, social media and publications. Administered the Coalition's email newsletters on Constant Contact and trained and supervised e-news volunteers. Edited and designed handouts of educational materials including publications, reports and research documents. Involved in external communications, public relations, marketing, media relations and outreach. Worked with other members of the leadership team to write and edit press releases. Spokesperson fielding interviews with reporters from broadcast and print media. Member of the speaker's bureau from approximately 1998 to end of 2012. Consultant to the intervention team and a member of the law and policy committee. Membership chair 12/08 to 12/11. Field supervisor for an Evergreen State College intern during Winter quarter 2009. Supported, managed and counseled on internal methods of communication. Wrote monthly reports including activities and statistics. Participated in monthly meetings and leadership consultations in person or via telephone and email. <http://www.safeschoolscoalition.org> * Contract ended 03/31/14 and I then volunteered.

Behavioral Health Resources, Olympia, WA - 6/2000 to 10/2002, then 3/2004 to 8/2005

- 6/00 to 10/02 – Staff at BHR's Tumwater Cove program, working with adult mentally ill clients transitioning from the hospital to the community.
- 3/04 to 8/04 – Intake interviews, initial diagnosis and evaluation of adult clients.
- 11/04 to 8/05 – Adjunct mental health counselor.

Therapist, Center for Individual and Family Counseling; Olympia, WA - 8/1993 to 6/1996

Provided individual, family, couples and group therapy. Trained and supervised graduate interns in therapy groups and individual case consultations. Designed forms, brochures and flyers used to gather information or to promote programs and services. Wrote treatment plans and reports to outside agencies.

Residential Youth Counselor, Haven House, Olympia, WA - 3/1990 to 10/1993

Created a safe, nurturing environment while providing consistent structure to minimize crisis behavior at this shelter for adolescents run by Community Youth Services. Facilitated therapeutic groups. Educated adolescent residents in problem solving and social skills. Acted as crisis liaison for the public by providing telephone counseling, assessment and referral to other community resources as needed. Trained and supervised new staff and college interns.

Retail clerk, B. Dalton Bookseller, Olympia, WA - a few months in 1989-90

Media Loan Assistant, The Evergreen State College; Olympia, WA - 9/1988 - 6/1989

Taught and tested students, faculty and staff on media equipment operations. Computerized scheduling and documentation of circulation transactions.

Office Manager, Episcopal Church of the Ascension, Hattiesburg, MS - 6/1984 to 1/1986

Performed general office duties, including editing and design of a weekly newsletter.

Slide Library Assistant, University of Southern Mississippi Art Department - 1/1986-3/1986

Co-owner and Editor, Persons Publishing, Hattiesburg, MS - 11/1977 to 8/1985

Published a weekly newspaper (5 years), a monthly general interest magazine (1+ years), and a statewide quarterly arts and literary magazine, Mississippi Arts & Letters, (2 years). Responsibilities included reporting and interviewing, writing, copy editing, design, photography, illustration, distribution, bookkeeping, business correspondence, advertising sales, public relations and marketing, and training and supervising a small staff.

Co-Director; Persons Service; Hattiesburg, MS - 11/1977 to 12/1981

Co-founded and directed a non-profit service organization that provided emergency shelter, free meals and clothing to people in need, crisis counseling, referral services, and a food co-op. Participated in the formation of a statewide coalition of battered women's shelters. Trained and supervised volunteers.

Staff Member; Everything for Everybody; New York, NY - 10/1973 to 8/1977

Provided 24 hour a day crisis referral services to the public. Writing, editing, designing and distributing a community-based alternative weekly newspaper. Staffed an emergency shelter, soup line, food co-op, free school, and day care center. See Alec Clayton's 2004 essay: Everything for Everybody:
<http://www.alecclayton.com/EverythingforEverybody.htm>

Licensed Practical Nurse; Medical Center Hospital; Burlington, VT - 1/1972 to 11/1972

Performed general nursing duties on surgical floor.

AND home care LVN/LPN nurse (San Francisco and NYC), ice cream scooper (Hattiesburg, MS), motel restaurant waitress (Hattiesburg, MS) & t-shirt silkscreen printer (Jackson, MS) - short periods in the 1970s.

MY WEBSITE

My own website - <http://www.gabiclayton.com> - 1996 to present

I also created and administered blogs for myself and others using Blogger.com, and more recently via WordPress which I have done design work and set up for others and then coached them on how to use.

I MAKE ART

My art and design portfolio: <https://gabiclayton.com/i-make-art/> and my Instagram account:
<https://www.instagram.com/gabiclayton/>

SOFTWARE/TECHNOLOGY

I'm skilled at using Microsoft Office 365 Word, Publisher, PaintShop Pro, Procreate, WordPress, Nitro PDF Pro; I have some experience with PowerPoint (a bit). Excel, Access, and other software. Google Docs, QuickBooks (a bit), Vector Magic and other graphic and photo editing software. YouTube, Facebook, Instagram, LinkedIn, MailChimp, Dropbox and Evernote.

Because I have been doing graphic and web design and desktop publishing on a relatively small (i.e. low budget) scale, some of the software I have used is comparable to what is considered by some people to be 'the gold standard' for professionals, but did not cost as much. For example, I am an expert at using PaintShop Pro and it has many of the same features as Photoshop which I have used a bit, but the controls are different: I can get to the same places but the process is somewhat different - much like getting to the same destination via a Ford or a Lincoln. Similarly, I am an expert at using Publisher but not InDesign, and Dropbox rather than SharePoint.

COMMUNITY INVOLVEMENT

I have consulted with many nonprofit organizations, businesses, and people in the arts on the use of media and technology for communication, public relations and research. 1996-present

Washington State Harassment, Intimidation and Bullying Work Group - 9/2011 – 8/2015

I represented Safe Schools Coalition as a member of this work group on school bullying and harassment prevention created by the state Legislature and led by the state Office of the Superintendent of Public Instruction and the Office of the Education Ombudsman. Working to develop, recommend, and implement strategies to improve school climate and create respectful learning environments in all K-12 public schools in Washington. Meetings are in person, via conference calls, and using shared Google Docs.
<http://www.k12.wa.us/safetycenter/BullyingHarassment/WorkGroup.aspx>

Families United Against Hate (FUAH) - 2001 to 2019

Co-founder, board president and website designer of this grassroots nonprofit organization created by and for families and survivors of hate motivated violence. FUAH provides support and guidance to individuals; biological, extended and chosen families; and communities dealing with incidents based on bias of real or perceived identifiable characteristics or circumstances, or because of an affiliation with people with those characteristics or circumstances — including but not limited to: race, color, religion, ethnicity, national origin, sexual orientation, gender identity and expression, disability, gender, socio-economic status/homelessness — and to the people, organizations and agencies who serve and support them. Researched, wrote and designed the handout "Reasons Someone May Be a Victim of Bias-Based Incidents ~ A Model for Coalition Building."

Olympia Monthly Meeting's Peace and Social Justice Committee - 4/2012 - ?

Co-clerk of this committee charged with helping Olympia Friends (Quakers) respond to the “leadings for peace and social justice.” <http://olympiafriends.org/about-us/committees/peace-and-social-justice>
I am also their web designer: <http://olympiafriends.org/>

Friends Ugandan Safe Transport Fund then Friends Ugandans Skills Training Fund- 04/13/2014 - present

Co-manager of this project of Olympia Monthly Meeting that raises awareness and funds for volunteer Ugandan citizens who are aiding LGBTQ Ugandans fleeing their homeland for their lives and safety. I serve as a point of contact to the public. I designed and maintain the website, Facebook page, Twitter account and MailChimp mailing list. <http://friendsugandansafetransport.org>

Youth Guardian Services - Board member 1998 - 2014; Board chair - 2007-2009

Youth-run organization providing support services on the Internet to gay, lesbian, bisexual, transgendered, questioning, and straight supportive youth. <http://www.youth-guard.org>

PFLAG-Olympia -1995 - present

Active member of this family-based organization that promotes the health, well-being and civil rights of gay, lesbian, bisexual and transgender persons, their families and friends.

- PFLAG-Olympia – board member 2000 - 2002, 2003 - 2006, and 2008 - 2012
- PFLAG-Talk and PFLAG-Discuss – email list assistant 1997 - 8/2002
- In 2002 when the chapter received a grant to do outreach and publicity, I worked with another board member to design a billboard we then had up in three locations in Thurston County.
- While a board member I persuaded the board of PFLAG-Olympia to apply for a pilot project grant from PFLAG National in 2009 with the agreement that I would be the project manager, working in collaboration with other members and allies. I worked with the West Region Field & Policy Manager from the national office to plan and implement a training of our members on diversity and outreach. I ordered the film "Brother Outsider," arranged screenings in area high schools and colleges, organized speaker panels, and contacted local media with press releases to publicize the events. I researched and created a 20-page resource packet, “Celebrating Black History Month and Remembering Bayard Rustin.” I contacted the library and arranged for copies of the film to be donated by the PFLAG chapter. I worked with the chapter treasurer and other members of the board to evaluate and report back to the national office about the impact of the project. I remain an active member now that I am not on the board.

PFLAG National – Member, national advisory committee for the "Our House to the School House" safe schools campaign. <http://www.pflag.org/> - 3/2000 to 2/2003

Olympia Unity in the Community - member & web designer - 2006 to present

This grassroots organization is dedicated to organizing positive, pro-diversity educational events and appropriate community responses to the presence of hate groups in the Olympia area. Unity builds working relationships with a broad range of ethnic and cultural organizations, faith groups, progressive organizations, government entities and individuals who support diversity as an essential basis for a strong community. Responding to bias incidents. Event planning including member of the planning committee that responded to an announcement by the National Socialist Movement (NSM, the US Nazi Party) of a rally to be held on the WA State Capitol steps on July 03, 2006. The committee responded by organizing a celebration of diversity in Sylvester Park at the same time as the hate rally and a "make lemonade" fundraising project which was tied to the length of time of the Nazi rally took place as an opportunity to raise money for organizations that serve the kinds of people that Nazis abuse, the proceeds publicly announced to be divided equally among five organizations that serve Jews, African-Americans, immigrants, young GLBT folks, and at-risk youths. <http://olympiaunityinthecommunity.net>

SAGE-Olympia – leadership team member - 2011 to 2014

The mission of this affiliate of SAGE (Services and Advocacy for GLBT Elders) USA is to promote the wellness of GLBT elders in the Thurston County area with a range of referrals, services and other activities. Involved in early planning stage for cultural fluency training of service providers.

Olympia School District - March 2012

Member of the Community Leaders Panel which conducted interviews with the finalist candidates for the position of Superintendent of the District and made recommendations and feedback to the hiring committee.

Stonewall Youth, web designer <http://www.stonewallyouth.org/> 2002 to mid-2009

Capital City Pride - planning committee and co-editor of event program 2004-2007 and planning committee 2013.

Northwest Coalition for Human Dignity, web design, organization no longer in operation - 2001 to 2003

Thurston County HIV CARE Consortium, member - 1998 to 4/2008

Pride Foundation/Black Hills, scholarship committee member - 2008 & 2009

Thurston County Public Health and Safety Community Network, board member - 1/1996 to 12/1998

EDUCATION

M.A., Counseling Psychology, Saint Martin's College, Lacey, WA - May 1993 (now Saint Martin's University)
Coursework: Marriage and Family Therapy, Child and Adolescent Counseling, Abusive Relationships, Treatment of Gender and Ethnicity Issues, Individual Counseling, Group Counseling, Crisis Intervention, Assessment and Treatment Planning, Psychopathology, Mental Health Consultation, Community Psychology.

Internship/Practicum:

- A 600-hour internship at the Center for Individual and Family Counseling. Provided individual and family therapy with a variety of clients for sexual abuse, parenting, family of origin, anger management, and children's divorce issues. Co-facilitated group therapy for sexually abused children and adolescents, adult survivors of sexual abuse, and parents of sexually abused children.
- Administrative work included designing forms, brochures and flyers used to gather information or to promote programs and services.
- Special projects included planning, organizing, scheduling, promoting and coordinating a series of professional workshops at venues in several regional communities.

B.A., Liberal Arts; The Evergreen State College, Olympia, WA - June 1989

Emphasis in Drawing and Painting and Film/Video Production and Animation.

“Portrait of Noel” <http://youtu.be/YPSYM6N0XCI> and “Window” http://youtu.be/M_xlgnegIkI were two of my school film projects.

Graduate, Galileo Vocational Nursing Program; San Francisco, CA - 1970-1971
Licensed

SPEAKER (partial list)

- Keynote speaker at the Mississippi Safe Schools Coalition's "Queer Youth & Ally Summit" - October 2009
- Speaker at the LGBT Pride Month Weekly Speaker and Film Series put on by Washington State DSHS Diversity Affairs - June 2011 and 2012
- Panelist at the Issue Seminar on Bullying, Harassment and Hazing and also interviewed on camera by high school students in a broadcast journalism competition at the JEA/NSPA (Journalism Education Association/National Scholastic Press Association) National Journalism Convention in Seattle, WA - April 2012
- Speaker at several Masters in Teaching classes at The Evergreen State College, and at Education and Victimology classes at Saint Martin's University.

TELEVISION/RADIO

- Women Share Experiences, Insights, Wisdom about Peace and Justice Organizing – Fellowship of Reconciliation Olympia, WA - TCTV - July 2012
- The Teen Files - The Truth About Hate – Arnold Shapiro Productions – aired the week of the March 8-14, 1999 on the UPN Network
- Gay Youth Suicide – segment of HealthWeek, PBS – aired the week of January 29-February 4, 1999
- Growing Up Gay – Ricki Lake Show – aired October 9, 1997
- One Mind at a Time – community college television show about eliminating racism and hate crimes; El Paso, TX – October, 1997

AWARDS

- Lifetime Achievement in Human Rights Award – Thurston (County) Diversity Council – 2013
- Bi Ally Award – Bisexual Resource Center – 2013
- Characters Unite Honorable Mention Award – USA Network – 2013
- Heartbeat and Advocacy Award - PFLAG-Olympia – 2012
- Activist of the Year Award - Capital City Pride, Olympia WA – 2012
- Co-Grand Marshal of the Tulsa, OK Gay Pride Parade – 2001
- Co-Grand Marshal of Seattle, WA Pride Parade/March and Freedom Rally – 1999
- Outstanding Achievement in Diversity/Community Activist Award - WA DSHS Children's Admin. – 1999
- *Mississippi Arts and Letters* was ranked in the top 100 fiction markets in the United States by Writer's Digest for our relationship with and encouragement of writers in 1984. See article: 'TLC' important to area publishers by Carol Bagley, Hattiesburg American, August 12, 1984:
<http://www.gabiclayton.com/HattiesburgAmericanArticle-reMAL-08-12-84.pdf>

RECOMMENDATIONS

"Gabi is absolutely one of the most passionate, involved people I've ever had the privilege of meeting. She is devoted heart and soul to her work and exemplifies healing through courage and action. She and I served together on the Safe Schools Coalition working for GLBTQ youth safety in the schools of Washington State. Gabi is a loving, tireless, committed, intelligent person who truly "gets it." I enjoyed working with her, and I have enjoyed her support and friendship through our different work now in different areas. Gabi is most certainly one of the most important people you could have a chance to work with. I recommend her wholeheartedly for anything she comes across!" ~ Kristin Funk-Wagoner, LCSW, LCAC

"Meet the best webspinner in the Movement." ~ Beth Reis, Safe Schools Coalition co-chair.

"Without qualification I heartily recommend the folks at Mud Flat Press. Alec and Gabi Clayton combine an invaluable set of publishing skills from multiple perspectives: author, editor, graphic designer, computer skills and literary insights. It has been a great pleasure to have their gentle guidance through the publication process of my first book." ~ John Knold, PhD