

TANYA MANTHEY

Graphic Designer/Illustrator

775-220-6279 | Magnolia, NJ/Philadelphia, PA metro area | tanya.manthey@gmail.com | tanyamanthey.com | linkedin.com/in/tanyamanthey507

ABOUT ME

I am an award-winning print graphic designer and assistant managing editor who is comfortable working under the pressure of tight, daily deadlines. Through my 10+ years of experience in the newsroom, I have proven my skills as a leader while also being efficient and creative. I'm looking to continue expanding my skills into the digital side of graphic design and illustration as well as grow my creative opportunities beyond the newsroom.

SKILLS

Adobe InDesign • Adobe Illustrator • Adobe Photoshop • Adobe Lightroom • Procreate • Canva • MultiAd Creator • Basikly • Microsoft Office suite

WORK EXPERIENCE

INTERIM CREATIVE DIRECTOR

OCTOBER 2025-APRIL 2026

TRAVEL WEEKLY - Rutherford, NJ

- Led all design initiatives for weekly travel industry newspaper news, feature and cover pages, travelweekly.com and special projects.
- Created concepts and designed layouts, illustrations and graphics for cover story pages and their online posts as well as laid out weekly news pages, keeping branding consistent across all products.
- Maintained and organized all photos and illustrations via file content systems.
- Worked with staff and freelance writers to plan photos and imagery for their news and cover stories.
- Trained new employees and designers on programs, protocol and procedures.
- Monitored and guided other staff members in page designs/creation, use of graphic elements, transmitting final pages and following image usage rights requirements.
- Supported and worked closely with editorial production, prepress and the printer to monitor deadlines and transmit page finals.
- Anticipated and resolved problems relating to resolution, color quality, page output and on-time-page transmission.

ASSISTANT MANAGING EDITOR/GRAPHIC DESIGNER

OCTOBER 2021-FEBRUARY 2025

THE JERSEY JOURNAL - Jersey City, NJ

- Managed and curated stories and photos for the daily and special editions of the news and sports sections of the newspaper in collaboration with the Managing Editor and Editor/Publisher.
- Designed layouts and graphics for front and back covers as well as inside pages for special sections and daily editions as needed. Worked directly with designers and editors on creating eye-catching designs for covers and inside pages daily as well as special collectible posters.
- Designed and maintained library of templates in Basikly content organization program.
- Assigned photos and stories as needed to photographers and reporters and communicated with them for daily deadlines.
- Trained new employees and designers on programs, protocol and procedures.
- Copy edited stories in collaboration with reporters and freelancers.
- Proofread pages for content, AP style and design, keeping consistent with design standards and protocols.
- Adjusted content of paper and adapted designs for breaking news as needed.
- Worked one-on-one with summer interns on special projects and photography assignments.

PRODUCTION EDITOR/GRAPHIC DESIGNER

OCTOBER 2009-2025

THE JERSEY JOURNAL - Jersey City, NJ

- Page One editor and designer for daily tabloid newspaper. Created eye-catching and award-winning front covers and newspaper pages on tight, daily deadlines. Designed graphics for special spreads and editions as well as daily print editions.
- Copywriter for award-winning headlines and page one blurbs. Copy edited content for online and print.

- Collaborated on planning and organizing of news section for the daily paper, adjusting the plan as needed for breaking news.
- Responsible for overseeing newsroom workflow for daily deadlines and communicating with reporters and photographers.
- Trained new employees and designers on programs, protocol and procedures.

GRAPHIC DESIGNER

APRIL 2006-DECEMBER 2008

THE DAILY RECORD NEWSPAPER - Parsippany, NJ

- Created effective retail and classified print ads for daily newspaper, as well as marketing, special sections, quarterly magazines, spec ads and online campaigns under tight deadlines. Worked with sales representatives to meet the clients' needs for ads.
- Conceived of and designed promotional materials and advertisements such as rate cards, fliers, postcards, rack cards, and business cards.
- Filled in as advertising trafficker when needed. Organized and prioritized ad tickets and materials for Creative Services department.
- Trained new employees and designers on protocol and procedures of the Creative Services department.

FREELANCE GRAPHIC DESIGNER

CORE/REMAX REAL ESTATE MAGAZINE - Teaneck, NJ

- Designed logo, masthead and brand identity of both iterations of magazine. Laid out real estate ad pages and full-page ads. Designed marketing materials for launch of magazine.

FREELANCE GRAPHIC DESIGNER

THINK/KIDSVILLE NEWSPAPER - Wayne, NJ

- Designed layouts, strip ads, design concepts and art for various sections of the monthly youth educational newspaper.

FREELANCE GRAPHIC DESIGNER

DAVLER MEDIA GROUP - New York, NY

- Created advertising for magazines such as Promenade, City Guide, and multiple Parent magazines in the metro New York area.

GRAPHIC DESIGNER

THE NEW JERSEY HERALD - Newton, NJ

- Created advertising with MultiAd Creator for the daily newspaper on tight deadlines.

GRAPHIC DESIGNER/ILLUSTRATOR

ALL AMERICAN CRAFTS, INC. - Andover, NJ

- Created layouts for Crochet Fantasy and & Knit 'N Style magazines. Designed Illustrations for crochet patterns in Crochet Fantasy's Afghan special magazine.

EDUCATION

MONTCLAIR STATE UNIVERSITY, Montclair, NJ

- Bachelor of Arts - Fine Arts Studio major, concentration in Graphic Design

AWARDS

- Multiple first-, second- and third-place awards for design and headline writing for New Jersey Press Association - Daily Editorial Competition
- Publisher's Recognition Award for excellence in advertising design for two classified ads published in Classified Connection magazine.