



Maci Cummings

Makerspace Supervisor

📞 970-555-6328 ✉️ maci.cummings@example.com

🌐 linkedin.com/example/macicummings 📍 Fort Collins, CO 80524

STRENGTHS

- 👤 **Accessible instruction**
Customers often arrived unsure. Clear demonstrations and patient coaching helped them leave with confidence and a finished project.
- 🔧 **Practical troubleshooting**
When equipment failed before a workshop, structured testing found workable fixes and kept customer learning on schedule.
- 👩 **Staff coaching**
New staff gained confidence through direct practice, useful feedback, and simple documentation they could revisit later.
- 📅 **Program coordination**
Cross team planning turned workshop ideas into organized sessions with prepared materials, clear roles, and welcoming service.
- ❤️ **Safety leadership**
Consistent checks around tools, fumes, chemicals, and movement helped teams protect customers while keeping service approachable.

SKILLS

Staff supervision Customer service

Staff scheduling Training

Performance coaching

Library programming 3D printing

Laser cutting Vinyl cutting

CAD design

Electronics and circuits

Studio A/V equipment

Preventive maintenance

SUMMARY

Makerspace supervisor with five years of public learning lab experience, including more than two years supervising staff and coordinating daily service. Leads safe, welcoming operations across 3D printing, laser cutting, vinyl cutting, sewing, embroidery, CAD, electronics, circuits, and **studio audio and visual equipment**. Provides patient instruction for customers and staff with varied ages, interests, and technical confidence. Builds practical workshops, outreach programs, **maintenance schedules**, inventory systems, and training materials that support reliable service. Partners with colleagues and community groups to improve access, solve equipment issues, and maintain consistent program delivery. Brings organized scheduling, thoughtful coaching, strong **customer service**, and hands on problem solving to busy public environments. Comfortable with **physical equipment** handling, rotating coverage, and safe work around materials, chemicals, and fumes.

EXPERIENCE

Makerspace Supervisor

Community Innovation Lab 📅 January 2024 - Present 📍 Fort Collins, CO

Leads staff supervision, equipment safety, public programming, service scheduling, maintenance planning, and **customer instruction** for a busy community makerspace.

- Scheduled makerspace coverage across public hours, evening shifts, and weekend service needs.
- Coached staff through equipment instruction, customer support, safety practices, and daily service priorities.
- Created maintenance schedules for printers, cutters, **sewing machines**, and **studio audio and visual equipment**.
- Resolved equipment issues through structured troubleshooting, testing, documentation, and timely vendor coordination.
- Managed supplies and inventory records, improving readiness for **workshops**, outreach events, and customer projects.
- Coordinated with library teams and **community partners** on accessible **hands on programming**.
- Applied safety controls around equipment, chemicals, fumes, lifting, reaching, and material movement.

Senior Makerspace Specialist

Creative Learning Studio 📅 July 2022 - December 2023 📍 Boulder, CO

Supported advanced fabrication services, customer learning, workshop delivery, **equipment readiness**, and cross team planning across a public learning studio.

- Delivered **one on one instruction** in 3D printing, **laser cutting**, CAD, electronics, and circuits.
- Built workshop plans that connected fabrication skills with approachable projects for varied experience levels.
- Documented equipment procedures that helped peers provide consistent instruction and safer customer access.
- Diagnosed print failures and cutter issues through testing, calibration, and material checks.
- Tracked supplies and usage patterns, helping staff prepare timely replenishment requests.
- Supported **in person** programs, online guidance, and **community outreach** activities with clear communication.
- Partnered with colleagues on schedules, program logistics, customer needs, and service improvements.

Makerspace Specialist

Public Discovery Workshop 📅 September 2021 - June 2022 📍 Greeley, CO

Provided supervised makerspace service through workshops, equipment support, inventory coordination, customer instruction, and studio production activities.

Inventory management

Safety awareness

LANGUAGES

English Native

Spanish Beginner

MY CAREER



● Makerspace Supervisor at Community Innovation Lab (2.7 Years)

● Senior Makerspace Specialist at Creative Learning Studio (1.4 Years)

● Makerspace Specialist at Public Discovery Workshop (9 Months)

- Led introductory workshops using sewing, **embroidery**, studio audio and visual tools, and **vinyl cutters**.
- Guided customers through safe equipment setup, material selection, basic troubleshooting, and project completion.
- Maintained **inventory** counts for consumables, tools, project **materials**, and workshop supplies.
- Prepared audio and visual equipment for recording, presentation, and community learning sessions.
- Recorded recurring equipment issues, then shared practical fixes with supervisors and peers.
- Supported welcoming **customer service** for children, adults, families, and first time makers.
- Followed safe operating procedures while moving equipment and working near materials and **fumes**.

PROJECTS

Community Fabrication Access Program 📅 2025

Public learning became stronger when first time makers had clear steps, patient guidance, and safe access. Coordinated a practical program model connecting equipment orientation, workshop preparation, outreach support, and follow up instruction for varied community audiences.

Makerspace Equipment Readiness System 📅 2024

Reliable equipment changes every customer interaction. Built a maintenance and inventory planning approach covering printers, cutters, sewing equipment, studio tools, supplies, troubleshooting notes, and staff handoffs.

LEADERSHIP & AWARDS

- Recognized by community learning leadership for dependable makerspace supervision and customer centered service.
- Selected by peers as a trusted resource for equipment troubleshooting, instruction, and workshop preparation.
- Led staff learning sessions that improved confidence with safe equipment use and customer guidance.

EDUCATION

Bachelor's Degree in Technology, Arts and Media

University of Colorado Boulder 🎓 GPA: 3.5 📅 2021 📍 Boulder, CO

Coursework: CAD design, digital fabrication, electronics, media production

CERTIFICATIONS

- Occupational Safety Training 📅 2024
- Public Program Facilitation Certificate 📅 2023

TECHNICAL SKILLS

- **3D Fabrication:** 3D printers, slicing software, print calibration
- **Laser Cutting:** Laser cutters, vector files, material testing
- **Vinyl Cutting:** Vinyl cutters, design files, transfer materials
- **Textile Equipment:** Sewing machines, embroidery machines, thread systems
- **CAD Design:** CAD software, digital models, technical layouts
- **Electronics:** Circuits, electronic components, test equipment
- **Studio Production:** Audio systems, visual systems, recording equipment
- **Maintenance Planning:** Preventive maintenance, service logs, calibration checks
- **Inventory Systems:** Supply counts, reorder planning, materials tracking
- **Program Delivery:** In person workshops, online instruction, outreach programming
- **Staff Operations:** Scheduling systems, coaching records, performance feedback

PROFESSIONAL AFFILIATIONS

- Community makerspace learning networks, supporting shared practices in public instruction and safe access.

- Colorado creative technology communities, connecting fabrication education with outreach and collaborative programming.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST