Adam Herst

416-655-9759, adamherst@adamherst.com, www.adamherst.com

A results-focused technical, business, and visual communicator and open source advocate

Work Experience

Managing Director, IT for the Arts, Toronto   **2010 – Present**

I provide information technology and arts management services to arts organizations and other non-profits on a contract and as needed basis.

- Working with Connexions Digital Archive I provide technical support for digitization workstations and servers and document and improve IT processes and procedures.
- Working with FADO Performance Art Centre I researched and wrote recommendations on filing corporate Articles of Continuance.
- Working with Factory Theatre I provided technical support for end user workstations, file servers, and network infrastructure.
- Working as Business Manager with The Dance Current magazine I oversaw financial and business operations and contributed to organizational development and technology strategies.
- Working with The Textile Museum of Canada I conducted an inventory of existing IT systems and processes and researched and wrote recommendations for their improvement.
- Working with Toronto Free Gallery I provided end user and network technical support.

Project Manager/SR&ED Claim Preparer, Broadview Software, Toronto   **2005 – Present**

Contract positions with this manufacturer of broadcast management software.

- Identified, researched, and wrote over 15 years of successful, unaudited Scientific Research and Experimental Development tax credit reports resulting in claims valued over $10,000,000.
- Managed multi-year software deployment projects for clients that included Public Broadcast Service (PBS), Entravision Communications, and Discovery Communications by writing and maintaining all project documentation, preparing and managing budgets, staffing and leading the project team, ensuring good communication with clients and staff members, and ensuring final quality of deliverables.
- Established policies and procedures for a project management office, mentored junior project managers and business analysts, and balanced the demands for resources across competing projects.
- Documented organizational policies and procedures for staff performance management, operational policies and procedures for software development, and made and implemented ongoing recommendations for their improvement.

Festival Organizer, Toronto Performance Art Collective, Toronto   **2008 –2014**

Co-produced the 7a*11d International Festival of Performance Art, a multi-day biannual festival comprising over 50 artists, speakers, and writers.

- As a founding board member, I prepared and filed all documentation to register the organization as a not for profit corporation
- As Secretary, I oversaw the filing of regulatory documents and the documentation of board meetings
- As Co-Producer, I researched and wrote applications and subsequent reports to secure municipal, provincial, and federal project and multi-year operating grants, secured and operated venues for the festival, recruited and facilitated artists for the festival, and recruited and managed festival staff and volunteers

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Vice President Product Development, Cast Software, Toronto   **2002 - 2004**
Managed day to day operations for this publisher of software solutions for the entertainment lighting industry.
- Implemented a quarterly product release cycle and met 8 consecutive release dates
- Wrote successful SR&ED tax credit claims and increased the value of the credits received
- Implemented a process for ongoing new product development,
- Developed and began the implementation of Cast's first 5 year strategic plan
- Resolved tensions between key management staff and the owners of the company and assisted in the withdrawal of one of the owners from day to day operations

Director Development Services, 724 Solutions, Toronto   **1998 –2001**
Created the Development Services department and managed over 50 employees to provide services in Configuration Management, Development Environment Support, Development Training, Translation, Information Development and Technical Publication.

Lecturer, Humber College, Toronto   **Fall 1998**
Developed and delivered a course for adult learners in Analysis and Design for Technical Communicators.

Senior Information Developer, Solect Technology Group, Toronto   **1996 – 1997**
Contract to research and write development system documentation for internet billing software.

Manager Vendor and OEM Programs, SoftQuad Inc., Toronto   **Jan – Oct 1996**
Negotiated contracts with suppliers and licensees of technology and managed the ensuing relationships.

Information Developer/Team Lead, SCO Canada Ltd., Toronto   **1991 –1995**
Managed a team of technical writers to research, write, format, and publish hardcopy and online documentation for the Unix development system and the IPX/SPX networking system.

Technical Publications Lead, SoftKey Software Products, Toronto   **1990 - 1991**
Contracts to rewrite and re-brand end user documentation for this reseller of OEM software.

Senior Technical Writer, Amdahl Canada Ltd., Toronto   **1989 - 1990**
Wrote development system documentation for this manufacturer of mainframe computers.

Technical Writer, Empress Software Inc., Toronto   **1986 - 1989**
Wrote end user and developer documentation for this publisher of a relational database management system.

Assistant Editor, TPUG Magazine, Toronto   **1985 - 1986**
Wrote, edited, designed layouts, and published this magazine about home and hobbyist computers.

Education

University of Toronto, Toronto   **2005 – 2010**
Honours Bachelor of Arts Degree with High Distinction, Specialist (Co-operative) in Arts Management, Major in Visual Art Studio

<div align="center">**Adam Herst**</div>

Ontario Institute for Studies in Education, Toronto   **1998 – 2000**
Diploma in Adult Training and Development.

York University, Toronto   **1990 – 1992**
Certificate in Business and Technical Writing.

University of Toronto, Toronto   **1980 – 1985**
Honours Bachelor of Science Degree, Specialist in Cognitive Psychology, Major in Philosophy.

Technology Skills

Operating Systems: I am a certified Linux System Administrator and have production experience administering Windows workstations and Linux servers.

Web Software: I have production experience with HTML/CSS/PHP, Apache, and MySQL, and personal experience with JavaScript/Node, Git/GitHub/Markdown/Jekyll, Markdown/Yaml/JSON, and OpenAPI/Postman/Swagger/Stoplight/Redocly.

Office Productivity Software: I am an expert user of Word, Excel, PowerPoint, Visio, and Project and their open source equivalents.

Graphics Software: I am an experienced user of Adobe Photoshop and Illustrator and an expert user of their open source equivalents.

Certifications, Memberships, Awards, and Recent Activities

2021 – present	Contributer, tldr-pages community-driven documentation project
2020 – present	Board member, Inter/Access artist-run centre, Toronto
2020	Developed *An Introduction to Generative Art* workshop for Inter/Access, Toronto
2018 – 2020	Linux Foundation Certified Engineer, LFCE-1800-0472-0200
2015 – present	Linux Foundation Certified System Administrator, LFCS-1500-0279-0100
2014	Community TA for Creating Site-specific Dance and Performance, Coursera
2012 – 2015	Board member/Secretary, Toronto Performance Art Collective
2010 - present	Member, Canadian Artists' Representation/Le Front des artistes canadiens
2010	Recipient of the U of T Scarborough Graduation Prize in Studio Art
2009 - 2011	Board member/Secretary, FADO Performance Inc. artist-run centre, Toronto
2008	Recipient of the University of Toronto Scarborough Krashinsky Award
2007	Recipient of the University of Toronto Scarborough Honours List Award

Other Interests

- Open source software and the Creative Commons
- Performance and generative art (www.adamherst.art)
- Recreational bicycling
- Tai Chi Chuan
- Social dancing