

# GARY L. DRYFOOS

P.O. Box 425400  
Cambridge, MA 02142

617.257.0402  
[gary@dryfoo.com](mailto:gary@dryfoo.com)

## OBJECTIVE

Experienced trainer, writer and technical consultant seeking a challenging position that will make use of my writing, training, web-programming, content management and other varied communication skills.

## TECHNICAL SKILLS

HTML/XHTML, CSS, PHP, Unix/Linux, MS Excel, MS Access

## PROFESSIONAL EXPERIENCE

### Freelance Consulting

2004 – Present

*Writing, Technical Consulting, Website Design*

Work with a variety of clients on a wide range of consulting projects, including: a neighborhood governing council, a local artist, a consumer advocacy group, a fraternal society, and others.

### WRITING/EDITORIAL

- Edited journal articles and an NIH grant proposal for researchers at the Harvard School of Public Health.

### TECHNICAL CONSULTING

- Provided database consulting for a local political campaign.
- Performed administrative support for university symposia.

### WEBSITE DESIGN & ADMINISTRATION

- The **Cambridge Area 4 Neighborhood Coalition** ([A4NC.org](http://A4NC.org)) is the community organizing voice for a low-income and working-class district of Cambridge, Massachusetts.
- **Stephanie Kornfeld Unlimited** ([StephanieKornfeldUnlimited.com](http://StephanieKornfeldUnlimited.com)) is an online gallery for a local artist.
- **JunkSTOP** ([dryfoo.com/jsi](http://dryfoo.com/jsi)) was a private campaign to enable people to cut down or eliminate the amount of junk mail they receive.

### **Massachusetts Institute of Technology**, Cambridge, MA

1987 – 2004

*Manager, Athena Training Group (June 1990 – February 2004)*

- Led all aspects of an Information Services training group staffed by MIT student instructors. Target audience: MIT faculty, students, and staff. Responsible for hiring, training, supervising, and advising student instructors, minicourse developers and support staff; overseeing development of all minicourses, including scheduling, and advertising.
- Taught a variety of technical courses, including: HTML/CSS, Photoshop, Dreamweaver, FrameMaker, MatLab, GNU/Emacs, and Unix/Linux Systems Administration, both on- and off-campus. Presented demonstrations of IS resources to faculty and staff (in groups and one-on-one)
- Provided web development for the STELLAR course management system and served as primary administrator for the group's cluster of Athena Unix workstations.
- Authored user documentation, including a total redesign and revision of the Private Workstation Owners Guide ([mit.edu/private/olh.html](http://mit.edu/private/olh.html)).

*Training Consultant (January 1987 – May 1990)*

- Designed, prepared, revised, and taught various "mini-courses" for MIT's Project Athena, consisting of introductory classes intended to help students, faculty, and staff become capable users of the Athena distributed-computing environment, and to introduce more experienced users to available Athena applications.

**Digital Equipment Corporation**, Maynard, MA  
*Technical Support Consultant*

*February 1985 – June 1985*

- As a consultant for U.S. Area Field Service Logistics, supported parts inventory database systems for several regional maintenance-and-repair centers across the country. Took hotline calls from the centers, diagnosed their software or operator errors, and resolved the problems by patching the programs or recommending the appropriate recovery and restart procedures.

**Atari Research**, Cambridge, MA  
*Technical Editor/QA Tester*

*January 1984 – February 1984*

- Edited and tested programs for a book on the Logo programming language, published by members of the Atari Research staff.

**Shaw Data Services, Inc.**, Boston, MA  
*Database Developer*

*June 1983 – October 1983*

- Designed, specified, and programmed an online filter and ranking report system for an investments database.

**Boston Consulting Group, Inc.**, Boston, MA  
*Programmer/Analyst*

*October 1981 to May 1983*

- Redesigned BCG's revenue accounting system. Designed data and report specifications, developed training materials, and taught the accounting staff and office administrators to use the new package.

**United States Trust Company of New York**, New York, NY  
*Programmer/Analyst*

*March 1980 – December 1980*

- Maintained and improved the bank's stock performance database as well as a customer database application.

**Lehman Brothers Kuhn Loeb, Inc.** New York, NY  
*Programmer/Analyst*

*January 1979 – February 1980*

- Wrote and maintained programs for the analysis of mortgage-backed securities, including Ginnie-Maes, Fannie-Maes, and GNMA Project Loans. Also developed programs to present and explain these securities.

## EDUCATION

**Union College**, Schenectady, NY  
Bachelor of Science, Psychology

## VOLUNTEER ACTIVITIES, COMMUNITY SERVICE, & CREATIVE RECREATION

- Currently serving as Lodge Secretary (chief operating officer) for **Richard C. Maclaurin Lodge**, AF&AM. Also created a small website for lodge members and the MIT community (see: [rcm.masonrypage.org](http://rcm.masonrypage.org)).
- Have been maintaining A Page About Freemasonry ([MasonryPage.org](http://MasonryPage.org)), since creating it in 1994. It is the oldest website about Freemasonry, and is a top-ranked site on the topic, having attracted over 2 million visitors.
- Wrote (and occasionally performed) skits, odd pieces, songs, and editorials for **ImprovBoston**, Boston's premiere improvisational and sketch comedy group. Highlights include: Taste of Freedom anthem, 3-by-5 Cards, Theme for Pigeon Ballet, Reagan's Doggie Dream, and Hokey-Pokey Hell.
- Created the concept for "**Rule Psix**", an early live-action role-playing game, then worked with a team to design, write, and run the game. Contributions included writing dozens of character "biographies", along with another 10,000 words of cultural background material, and building an interface for small computers and remote terminals to mimic a universal distributed hypertext information system called "The Infonet" — which proved to be a (fictional) anticipation of the World-Wide Web.