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EDUCATION

University of Alabama, Tuscaloosa, Alabama Master of Fine Arts, <i>Theatre Management</i>	August 2006
Indiana University, Bloomington, Indiana Bachelor of Arts, <i>French and Anthropology with Honors</i>	May 1999
L'Universite Des Sciences Humaines Sociales; L'Institute Internationale Des Etudes Francaises, Strasbourg, France	August 1994 - May 1995

RESEARCH INTERESTS

Grassroots and Fringe Theatre	Relationship Between Commercial & NFP Performing Arts
Affinity Marketing in the Arts	Hybrid Business Models in Arts Management
Experiential Learning	International Standards for Educating Culture Managers
Economic and Environmental Sustainability for Producing Outdoor Arts Festivals	Technological Influences on Arts Management

TEACHING EXPERIENCE

Program Coordinator, Theatre Arts Management

Ithaca College, Ithaca, New York, August 2007-Present

- Cultivate relationships with arts organizations to create new theatre management internship opportunities
- Supervise theatre projects, practicum assignment teams, and students managing front-of-house activities
- Review and revise curriculum and degree objectives; work on assessment learning outcomes
- Coordinate annual Association of Performing Arts Presenters conference for theatre management majors
- Recruit and interview prospective theatre management majors

Assistant Professor, Theatre Arts Management

Ithaca College, Ithaca, New York, August 2007-Present

Course: Theatre Organization and Management

Non-profit business structure; boards and governance; artist/manager career opportunities in arts and entertainment; marketing, development, education; general, financial, and company management; history of regional arts and the National Endowment for the Arts; copyright law and Creative Commons licensing

Course: Producing Theatre

Commercial business structure; artist and venue contracts; unions, collective bargaining, and labor relations; Broadway, Disney, Las Vegas productions; music and arts festivals; touring; artist booking and management; producing and presenting. Interdisciplinary experiential learning projects: *24-Hour Play Festival* and *Wings of Spring* site-specific dance event

Course: Professional Aspects of Theatre

Artist career development and personal management; ethics, accountability, and stewardship as an arts practitioner; career networking; professional community service

Course: Rehearsal and Performance for Theatre Arts Management

Weekly business meeting for theatre arts management majors reporting on practicum assignments and completed internship presentations; setting agendas and goals; lecture series on time management, customer service skills, delegation/staff management, general management topics, professional comportment

Course: Theatre Projects/Independent Study

Mentor an area of students' self-directed study and interest in theatre arts management

Course: Professional Internship

Supervise students during semester or summer session completing internship in professional theatre company

Graduate Teaching Assistant, Theatre Management

Alabama Shakespeare Festival, Montgomery, Alabama, June 2006-August 2006

Course: Arts and Community Relationships

Created course syllabus for graduate student interns; coordinated community visits to demonstrate partnerships with local businesses and non-profit organizations; created script and trained graduate students to present facility and backstage tours; coordinated tour schedule with facility patrons

Graduate Teaching Assistant, Theatre Management

University of Alabama Department of Theatre and Dance, Tuscaloosa, Alabama, August 2004-May 2005

Course: Introduction to Theatre

Instructed and evaluated undergraduate students in general theatre management, front-of-house, and ticket office; organized marketing routes for 200 students/semester; checked routes for completion; assigned grades; managed and staffed three campus venues from 175-seat to 600-seat house

Career Lab Teaching Assistant, Business

Indiana University Kelley School of Business, Bloomington, Indiana, August 2003-May 2004

Course: Career Perspectives

Promoted from Career Lab Teaching Counselor managing lab with 250 students, 25 teaching counselors; mediated grade disputes; prepared lectures and taught weekly training for Career Lab Teaching Counselors

Career Lab Teaching Counselor, Business

Indiana University Kelley School of Business, Bloomington, Indiana, August 2001-May 2002

Course: Career Perspectives

Taught strategies to international students to improve writing, public speaking and presentation skills; graded 20 student presentations and projects; taught resume writing and interview preparation

PROFESSIONAL EXPERIENCE

Outreach Coordinator

Fringe Festival Atlanta, Atlanta, GA, January 2011-August 2011

- Cultivate relationships with businesses in Little Five Points arts district
- Recruit and train volunteers for performance venues at inaugural Fringe Festival Atlanta, August 2011

Arts Management Consultant

Independent Theatre Collective, Wheeling, WV, January 2008-Present

- Consult on transition from informal community organization to 501 (c) (3) non-profit corporation
- Assist with audience building initiatives, cultivation of local board of directors, fundraising gala
- Perform public relations duties at festivals; assist with festival load-in/load-out

Grant Panelist

Community Arts Partnership, Ithaca, NY, November 2009, December 2010

- Critiqued visual arts applications based on clarity of expression, technique, and creativity
- Recommended three visual artists to receive federal stimulus grant funding

Artist and Vendor Will-Call Assistant

Alive Music Festival, Canal Fulton, OH, June 2009

- Distributed artist and vendor festival packets and access credentials
- Resolved contract disputes with vendors and artists

Marketing Coordinator

Alabama Shakespeare Festival, Montgomery, Alabama, August 2006-August 2007

- Recruited interns; developed intern contract and evaluation criteria; submitted grades to universities
- Designed recruitment materials, retention strategies, and training for volunteer and usher programs
- Negotiated contract and event details; staffed volunteers for ASF booth at trade shows and expositions
- Researched accessibility law; created accessibility initiative; wrote grant to purchase Braille printer
- Trained front-of-house staff in customer service for special needs patrons; conducted large group tours
- Coordinated with school for deaf and theatre management to schedule sign-interpreted performances

International Programs Assistant

Indiana University Office of International Programs, Bloomington, Indiana, March 2003-May 2004

- Created, implemented, maintained orientation program for visiting international artists and faculty
- Managed international artists' and scholars' dossiers, stipends, contacts for Fulbright research grants
- Escorted scholars and artists from airports to campus; assisted scholars with visa documents

Grants and Foundations Relations Associate

Indianapolis Museum of Art, Indianapolis, Indiana, May 2000-January 2001

- Assisted cultivation of exhibition sponsors; prepared and delivered sponsor proposal packets
- Researched grants: proofread, collated, assisted in delivery of 2-5 grant proposals per month
- Processed grants and acknowledgement letters for gifts from \$100-\$100,000 in *Raiser's Edge*
- Managed membership booth and sales at education and marketing events

CONFERENCES AND PRESENTATIONS

"Beyond Google: Applied Technology in Arts Management," Association of Arts Administration Educators National Conference, Boston, MA, April 2011

"Experiential Learning Pedagogy: Teaching Hands-On Professional Learning (Case: Professional Practice Integration into Arts Management Undergraduate Curriculum)," BenchMark 3.5: Nonprofit Educators Learning, Leading, and Creating the Future, San Diego, CA, March 2011

"Experiential Learning Pedagogy: Teaching Hands-On Professional Learning (Case: Wings of Spring Site-Specific Dance Event)," Southeastern Theatre Conference (SETC), Atlanta, GA, March 2011

"Experiential Learning Pedagogy: Teaching Hands-On Professional Learning (Case: 24-Hour Play Festival)," Hawaii International Conference on Arts and Humanities, Oahu, Hawaii, January 2011

"Music and Arts Festivals Profit from Sustainable Marketing," International Conference on Arts and Humanities, Oahu, Hawaii, January 2011

"International Panel Discussion and Writing of Standards for Discourse and Practice in the Field (co-panelist)," Fourth Annual Helsinki Symposium on the State of the Field of Cultural Management, HUMAK University of Applied Sciences, Helsinki, Finland, May 2010

"Community Theatre: Managing a State of Mind," Association of Arts Administration Educators National Conference, American University, Washington, D.C. June 2010

"Experiential Learning: The Case Method and Beyond," Association of Arts Administration Educators National Conference, American University, Washington, D.C. June 2010

"Reflective Practice: International Internships in Arts Administration," Association of Performing Arts Presenters International Conference, New York, NY, January 2010

“The Board of Directors in Circus Organizations: Defining Roles and Responsibilities,” American Youth Circus Organization Conference, Starrucca, PA, August 2009

“Theatre Etiquette: To Do or Not To Do, That is the Question,” Ithaca College First Year Residence Hall Faculty Fellow Program, Ithaca, NY, November 2008

“From Throwing Tomatoes to Times Square: Audience Participation in Developing Theatre Culture,” Longview Faculty Council Lecture Series, Ithaca, NY, October 2008

“Theatre Arts Management: From True West to Kanye West,” Access to College Education (ACE) Regional Institutes, Cortland, NY, April 2008

ACADEMIC SERVICE

Department of Theatre Arts

Theatre Arts Library Representative	Fall 2009-Present
Theatre Arts Scholarship and Awards Committee	Fall 2009-Present
Theatre Arts Management Academic Advising	Fall 2007-Present
Theatre Arts Area Program Coordinators Committee	Fall 2007-Present
Theatre Arts Faculty Search Committees	
-BA Drama Tenure Eligible Appointment	Fall 2010-Spring 2011
-Directing Tenure Eligible Appointment	Fall 2009-Spring 2010
-Directing One Year Appointment	Spring 2009
Theatre Arts All-Theatre Reunion Event	Fall 2010
-Marketing Committee, Chair	
-Gala Committee, Volunteer Co-Coordinator	
-Steering Committee	
Theatre Arts Curriculum Committee	Fall 2007-Spring 2008

School of Humanities and Sciences

Experiential Learning Committee	Fall 2010
-Professional Practice Working Group	
Humanities and Sciences Marketing Committee	Fall 2009-Spring 2010
Parents Weekend Reception, Handwerker Gallery	Fall 2009
Summer Orientation Sessions Academic Advising	Summer 2008

Ithaca College

Convocation and Commencement Exercises	Fall 2007-Present
IC Players Faculty Sponsor	Fall 2009-Present
iCircus Faculty Sponsor	Fall 2008-Present
National Conference on Undergraduate Research	Fall 2010-Spring 2011
-Oral Presentations Committee	
IC Natural Lands Committee	Fall 2007-Spring 2008

COMMUNITY SERVICE, GRANTS, AND AWARDS

Center for Faculty Research and Development (CFRD), Ithaca College
Course release award to pursue qualitative research on sustainable marketing
Ithaca, NY, Fall 2011

Ithaca College Interfaith Chapel, Protestant Community Board, Vice-Chair; Nominating Committee, Chair
Ithaca, NY, August 2008-Present

Independent Theatre Collective, Advisory Board, Vice-Chair
Wheeling, WV, June 2008-Present

Ithaca College H&S Education Grant Initiative
Ithaca, NY, Spring 2008; Spring 2009

Southeastern Theatre Conference (SETC), Coordinated public relations for the showcase performance of the Independent Theatre Collective's showcase of award-winning new play, *Catch & Release*, Birmingham, AL, March 2009

AIDS Memorial Quilt, Volunteer and Exhibition Co-Chair
Ithaca, NY, December 2007 (volunteer), December 2008 (exhibition co-chair)

AIDS Ride for Life, Finish Line Volunteer
Ithaca, NY, September 2008

Montgomery Museum of Fine Art, Wayne Barto Memorial Award-Winning Docent
Montgomery, AL, August 2005-August 2007

Flimp Festival at Montgomery Museum of Fine Art, Artist Vendor Assistant
Montgomery, AL, May 2007

PROFESSIONAL MEMBERSHIP

Americans for the Arts
Association of Arts Administration Educators
Southeastern Theatre Conference
Theatre Communications Group
Theatre Development Fund

ADDITIONAL SKILLS

Ticketing and Development: Tessitura, ProVenue, Raiser's Edge
Online Teaching: Blackboard, Web CT
Languages: French, fluent; Italian and Swahili, working knowledge