

Professional Summary

Results-driven Arts Professional with 15+ years of experience in leading cultural initiatives, fostering community engagement, and driving organizational growth. Proven track record of successfully managing high-profile projects, building strategic partnerships, and mentoring cross-functional teams.

Professional Experience

Director of Arts and Cultural Development (AR09)

Inazuma.co | January 2018 - Present

Senior Arts Coordinator (AR07)

The Metropolitan Museum of Art | June 2015 - December 2017

Key Achievements:

- Conceptualized and executed a city-wide art festival, attracting over 50,000 attendees and generating \$1.2 million in revenue.
- Developed and maintained partnerships with 20+ local art organizations, resulting in a 30% increase in collaborative projects.

Responsibilities:

- Coordinated logistics for high-profile exhibitions and events
- Managed a team of 5 arts coordinators, providing guidance and mentorship

Arts Coordinator (AR05)

The Museum of Modern Art (MoMA) | March 2012 - May 2015

Key Achievements:

- Assisted in the curation of a critically acclaimed exhibition, receiving praise from The New York Times and Artforum.
- Designed and implemented an interactive art program for underserved youth, serving over 500 participants.

Responsibilities:

- Provided administrative support for curatorial teams
- Coordinated with artists and vendors for exhibition installations

Arts Assistant (AR03)

The Guggenheim Museum | September 2009 - February 2012

Key Achievements:

- Contributed to the development of a mobile app, enhancing visitor engagement by 25%.
- Assisted in the organization of a sold-out gala event, raising \$500,000 for museum programs.

Responsibilities:

- Supported the installation and maintenance of exhibitions
- Provided front-of-house support for museum events

Education

Master of Arts in Arts Administration

Columbia University | May 2009

Relevant Coursework:

- Arts Marketing and Fundraising
- Nonprofit Management
- Cultural Policy and Advocacy

Technical Skills

Project Management:

- Asana
- Trello
- Microsoft Project

Design and Creative:

- Adobe Creative Suite (Photoshop, InDesign, Illustrator)
- Graphic Design Principles

Communication and Collaboration:

- Email Marketing (Mailchimp)
- Social Media Management (Hootsuite)
- Team Collaboration Tools (Slack, Google Workspace)