



CRISTINA HENRIQUEZ

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 608.575.4394

 www.BABYelderly.com

Overture Center for the Arts

Event Manager | Present

Five things I do:

Event facilitation, supervision of staff, volunteer engagement, escalated customer service, fundraising.

Human Resources Recruiting Assistant

Epic | 2012 – 2013

Resume screening, database management, software training, data analysis, sourcing.

Visitor Services Supervisor

Madison Children's Museum | 2010 – 2012

Escalated customer service, staff management, volunteer engagement, event logistics, accounting.

Membership & Development Assistant

Gift coordination, membership cultivation, fundraising, database management, marketing.

Education Program Assistant

Program development & facilitation, event management, gallery maintenance, animal care.

Visitor Services Associate

The Art Institute of Chicago | 5.2009 – 9.2009

Customer service, event staff management, sales, membership database management.

Docent & Office Associate

Wisconsin Historical Museum | 2008 – 2010

History program development & facilitation, merchandising, tour registration, marketing.

Field Trips Coordinator & Visitor Services Specialist

McCormick Tribune Freedom Museum | 2008 – 2009

Program development, tour facilitation, volunteer scheduling, event logistics.

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