

# Wenxuan Xue

## Arts Administrator & Teaching Artist

“wen-shoo-an, shoo-e”  
he/him/his

### EDUCATION

B.A. Honors Wesleyan University

May 2019

Theater Major, East Asian Studies Minor. GPA: 3.83

Study Abroad: Queen Mary University of London

Spring 2018

### Arts Administrative Experience

**Lark Play Development Center**, *Communications Apprentice*, New York, NY

Sept 2019 to Present

**Guggenheim Works & Process**, *Usher*, New York NY

Sept 2019 to Present

**Wesleyan Theater Department**, *Office Staff*, Middletown, CT

Sept 2017 to May 2019

- Oversaw reimbursements for departmental and student purchases, assisted with room reservations and printings
- Facilitated dialogues between faculty and students, advised on faculty hiring, and led tours for prospective students

**Ping Pong Productions**, *Assistant Tour Manager & Project Coordinator Intern*, Various Locations, U.S. & China

Summer 2017

- Assisted dance group “untitled” (choreographer Gu Jiani) with their multi-city US tour and created their promotional videos
- Created daily schedules, drafted newsletters, made lodging and transportation reservations, and conducted audience-and-press outreach
- Prepared for Wang Chong’s tour at Under The Radar Festival in New York: visa application and paperwork translation

**Wesleyan Shades Students-of-Color Theater Collective**, *Board Member*, Middletown, CT

Fall 2015 to Spring 2019

- Programmed festivals, showcases, guest lectures and workshops to provide more resources for underrepresented students
- Promoted the awareness of people-of-color theater on campus by producing shows written by playwrights of color

**Wesleyan Center for the Arts**, *Usher*, Middletown, CT

Spring 2017 to Spring 2019

- Hosted for events, take tickets, attended audience’ needs throughout performances, and cleaned up after performances

**The Public Theater: Under the Radar Theater Festival**, *Volunteer*, New York, NY

Winter 2017

- Created artist standby lists for shows, helped with artists’ registration, and greeted artists for the symposium

### Teaching and Mentoring Experience

**PEER Experience Exchange Rostrum NGO**, *Training Coordinator & Volunteer Teacher*, Hunan, China

Summer 2015, 2016 & 2019

- Oversaw and mentored a cohort of volunteer teachers to design visual and performing arts curriculums
- Taught seminar courses “Life as Drama: Making Performance Arts”, “Music Appreciation”, and led students conduct local community service

**Wesleyan College of East Asian Studies**, *Student Forum Leader*, Middletown, CT

Spring 2019

- Taught “Performing Asian Transnationalism”, an interdisciplinary course cross-listed with Theater and East Asian Studies.
- Analyzed Asian diasporic plays and created contemporary performances engaging with the pre-existing canon.

**Wesleyan Orientation**, *Orientation Leader*, Middletown, CT

August 2017

- Mentored and guided new international, domestic students and transfers to adjust to liberal arts education and U.S. culture

**M Musical Studio**, *Teaching Artist*, Beijing

Summer 2017

- Taught a class “musical performance – how to act a song” in a two-week musical theater workshop
- Assisted and translated West End Actor Robert Vicencio’s musical theater master class

**Woodrow Wilson Middle School**, *Tutor*, Middletown, CT

Spring 2016

- Tutored students during their lunch hours with their assignments in Social Studies and created one-on-one relationships

### Other Relevant Experience

**Institute of Study Abroad**, *Global Ambassador & International Correspondent*, Middletown, CT & London, UK

Fall & Spring 2018

- Created on-campus outreach events and online reflections to advocate for more students to study abroad
- Documented study-abroad experience through photography, interviews and storytelling;
- Posted visual content on [IFSA-Butler Unpacked Website](#) and [QMUL Global Bloggers](#)

### Awards/Skills

**Rachel Henderson Theater Prize**, awarded to students who have contributed most to theater at Wesleyan

**Honors**, awarded to students who have done outstanding work in the major field and completing a successful thesis project

**Ganbarg Music Grant**, awarded to the next generation of music leaders, named after Grammy winning producer Pete Ganbarg

**Dean’s List**, awarded to students who earn a semester GPA of 93.350 or better

**Skills**, Microsoft Office, Google Suite, iMovie, QLab, Finale, Sibelius, Vectorworks, Teaching, Singing, Piano, Sightreading, Half marathon

**Languages**, English, Chinese Mandarin