

Wenxuan Xue

Theater Administrator

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he/him/his

EDUCATION

B.A. Wesleyan University

Expected Graduation: May 2019

Theater Major, East Asian Studies Minor. GPA: 3.84

Study Abroad: Queen Mary University of London

Junior Spring Semester 2017

Stella Adler Music Theater Summer Intensive

Summer 2016

Arts Administrative Experience

New York Stage and Film Powerhouse, *Music Intern*, Poughkeepsie, NY

Summer 2018

- Assisted music directors and composers including Adam Gwon, Jason Robert Brown, Matt Aument and Jonatha Brooke with arranging, transcribing, accompanying and writing for new musicals

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

Summer 2017

- Assisted Chinese dance artist Gu Jiani with her US tour, responsibilities included creating daily schedules and newsletters, press outreach, lodging and transportation reservations and audience interviews

- Prepared for upcoming tours including visa application, paperwork translation and created promotional videos

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

Fall 2015-Present

- Program festivals, showcases, guest lectures and workshops to provide more resources for underrepresented students

- Promote the awareness of people-of-color theater on campus by producing shows written by playwrights of color

Wesleyan Theater Department, *Office Staff & Major Representative*, Middletown, CT

Fall 2017 - Present

- Oversee reimbursements for departmental and student purchases, assist with room reservations and printings

- Facilitate dialogues between faculty and students, advise on faculty hiring, and lead tours for prospective students

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

Spring 2017-Present

- Host for events, take tickets, attend audience' needs throughout performances, and clean 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

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

Spring 2019 - Present

- Teach “Performing Asian Transnationalism”, an interdisciplinary course cross-listed with Theater and East Asian Studies.

- Analyze Asian diasporic plays and create 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

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

Summer 2015 & 2016

- Oversaw and mentored a cohort of volunteer teachers to design visual and performing arts courses for high school students in less developed areas

Other Relevant Experience

Institute of Study Abroad, *Global Ambassador*, Middletown, CT

Fall 2018

- Created on-campus outreach events and online reflections to advocate for more students to study abroad

Institute of Study Abroad, *International Correspondent*, London, UK

Spring 2018

- Documented study-abroad experience through photography, interviews and storytelling

- Posted visual content on [IFSA-Butler Unpacked Website](#) and [QMUL Global Bloggers](#)

Awards/Skills

Ganbarg Grant, awarded to the next generation of music leaders by Grammy winning producer Pete Ganbarg

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

Skills, experience with Microsoft Office, Word, Excel, iMovie, QLab, Finale, Sibelius, Vectorworks, Piano Proficiency

Language, English, Chinese Mandarin