

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, *Communication Apprentice*, New York, NY

Upcoming

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 artist Gu Jiani with her multi-city 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 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

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

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 1-month courses titled “Life as Drama: Making Performance Arts” and “Music Appreciation”, as well as workshops on gender studies

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

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