

Kevin Goldberg

kevinhgold@gmail.com

240.778.9186

EDUCATION

University of Michigan

B.M.A. Directing and Music Directing for Theatre, *with highest honors*

GPA: 3.9/4.0

Ann Arbor, MI

Sep '12 – May '16

EXPERIENCE

Program Manager, Web Designer

CAFE Montgomery MD

Wheaton, MD

Dec '21 – Now

- ♦ Designing and creating a new website for the nonprofit with all-new branding and copy.
- ♦ Creating an appointment scheduling system to connect volunteers with those in need.
- ♦ Tracking and reporting company achievement to funders and stakeholders.

Director of Operations and Financial Resources

Center for Mindful Learning

Lowell, VT

Jun '19 – Oct '20

- ♦ Envisioned and constructed a custom CRM, collating thousands of contacts and clients into a single, organized, and accessible database conducive to collaboration, fundraising, and relationship-building.
- ♦ Was primarily responsible for securing over \$220,000 in funding by cultivating donor relationships, writing grants, applying to government funding initiatives, and managing construction projects.
- ♦ Executed full-charge bookkeeping for a \$500,000 operating budget and prepared the annual tax returns.
- ♦ Worked with the other organization leaders to grow and improve the organization through setting and achieving goals and troubleshooting organizational bottlenecks.

Private Tutor, Teacher

The Princeton Review

New York, NY

May '17 – Jun '19

- ♦ Taught classes of up to 20 students in intensive SAT/ACT test preparation.
- ♦ Tutored individual students in math, physics, and test preparation for five different standardized tests.
- ♦ Taught grammar and principles of good writing and rhetoric, and edited students' essays.

Music Director, Director

University of Michigan

Ann Arbor, MI

Sep '12 – Apr '16

- ♦ Performed as Music Director for four productions and Assistant to the Music Director for eight faculty-led productions, which included Broadway professionals.
- ♦ Conducted three full-length musicals, directed two full-length musicals, directed hundreds of actors and musicians, led rehearsals with over 40 people, and performed for audiences of over 1,000.
- ♦ Performed music copyist work on original songs and orchestrations (incl. the original Broadway production of *A CHRISTMAS STORY*) for professional Broadway musicians and prominent rock performers.

SKILLS

Development experience: Python, HTML, CSS, JavaScript, Bootstrap, SQLite, Flask

Software: Wordpress, Wix, Airtable, Notion, QuickBooks, Eventbrite admin, OnceHub, Integromat, Google admin, Microsoft 365, and music composition/arranging using electronic music applications (Sibelius, Finale, Logic Pro X, Ableton, Max/MSP, Mainstage).

Personal strengths: Responsible, hard-working, well-organized, easy to work with, able to handle complexity and many moving parts, detail-oriented, energetic, friendly, and strong with mathematics.