

NANCY BROWN

2020 Willamette, Eugene, OR 97405 • (541) 555-0089 • brown@uoregon.edu

EDUCATION

Master of Science, Arts Management, expected June 20xx
University of Oregon, Eugene, OR

Bachelor of Arts, Painting, Business Administration minor, June 20xx
University of Redlands, Redlands, CA

EXPERIENCE

Event Coordination and Promotions

- Developed relationships with 20+ local art-focused agencies to gain financial support for city's community arts summer campaign
- Oversaw all logistics for fundraising gala including venue, catering, and 350 person guest list
- Trained and supervised team of 12 volunteers for gala
- Designed marketing brochure using Adobe InDesign and Photoshop to promote art-related resources for community members
- Contributed ideas for outreach strategies to increase engagement of local non-profits with art center
- Collaborated with student group executive board to identify theme, dates, and venue for annual fundraising event
- Secured \$4500 donations from local businesses to support production costs of event
- Increased attendance 24% from previous year by creating and implementing new marketing campaign

Art Education

- Led tours of gallery with focus on local history and culture
- Created an engaging environment for visitors by sharing extensive knowledge of art work/artists and facilitating interactive exhibits
- Taught young adults about tools, color and basic theory of painting
- Managed weekly courses including creation of curriculum, teaching, and behavior management

Art Exhibitions

- Contacted local centers and galleries to submit work for display
- Produced body of work, prepared for public display, and delivered to galleries; met all deadlines
- Work has been displayed in various venues including the Lane Arts Center (Springfield, OR), Redlands Community Center (Redlands, CA), and Swenson Hall (Redlands, CA)

WORK HISTORY

Docent, The Art House, Springfield, OR, 20xx-present

Community Liaison Intern, City of Redlands, Redlands, CA, 20xx

Marketing Volunteer, Lane Arts Center (LAC), Springfield, OR, 20xx

Event Coordinator, American Marketing Association, University of Redlands, Redlands, CA, 20xx

Painting Teacher, Redlands Community Center, Redlands, CA , 20xx-20xx