

EDUCATION

American University · Washington, D.C. · Degree Earned May 2012

Master's Degree in Art History · Concentration: Italian Renaissance · GPA - 4.0

Elon University · Elon, North Carolina · Degree Earned May 2010

Bachelor of Arts Degree in Art History · Summa Cum Laude · Cumulative GPA - 3.944

Minors in Studio Art and Italian Studies · Phi Beta Kappa and Phi Kappa Phi

WORK EXPERIENCE

• ***Brenau University · Dean's Assistant; Office Manager for Music, Dance, and Theatre · July 2012-Present***

Provide administrative support for the College of Fine Arts and Humanities; maintain department budgets and scheduling; assist students and faculty with registration and course support; plan and implement events such as *Day of Dance*; act as hiring manager for adjunct faculty; maintain departmental websites and promotional materials; provide support to the Brenau University Galleries by planning, installing, and promoting Gallery exhibitions

• ***Visual Resources Center, American University · Visual Resources Assistant · August 2010-May 2012***

Work with digital image databases; identify and catalogue art images, slides, and library materials; plan and implement events such as the Feminist Art History Conference; create catering, funding, and event proposals for the department; heighten the program's online presence through social media platforms; develop and maintain relationships with alumni, professors, and press outlets related to events

• ***American University · Teaching Assistant, General Education Faculty Assistance Program · August-December 2011***

Assist professor with preparing material for class discussions; keep a running database of individual students' class participation (used for grading); hold weekly office hours to discuss class issues with students

• ***Smithsonian National Museum of African Art · Education/Public Programming Intern · June-August 2011***

Research persons of interest/event information; provide event support; tabulate and format event attendance statistics; attend Smithsonian-wide planning meetings and represent NMAfA; take detailed meeting minutes and present them to departmental supervisors; answer phone and email inquiries; handle sensitive information related to artist and vendor financial/personal information; create timelines and schedules for events and implement those plans successfully

• ***Art History Department, Elon University · Program Assistant · September 2008-May 2010***

Aid professors with research including image management; work with the University art collection to plan and implement art exhibitions; work to increase student attendance at departmental events and meetings

• ***High Museum of Art, Atlanta, Georgia · Exhibitions Intern · June-August 2008***

Plan and implement hard copy and digital filing system; create final exhibition reports; research and write material related to exhibitions and events; assist with readying and installing exhibitions

• ***Forsyth County Government · Art Camp Instructor · June-August, 2004, 2005, 2006, 2007, 2010***

SELECTED EXHIBITION EXPERIENCE

- **Art of Theatre** · Brenau University Galleries · Assistant Curator · Spring 2013
- **Local Color Photography Exhibition** · Brenau University, Norcross Campus · Installation Team · Fall 2103
- **Modern Perspectives** · Brenau University Galleries · Curator · Fall 2012
- **Palmetto Hands Fine Crafts Exhibition** · Brenau University Galleries · Layout and installation team · Fall 2012
- **Music and Art as Voice of Africa and the African Diaspora: Rhythm, Movement and Color** · Elon University · Co-Curated · Spring 2010
- **Are You Afraid of the Dark?** Student exhibition · Elon University · Group-curated · Fall 2009

PROFESSIONAL PRESENTATIONS and TEACHING EXPERIENCE

- Adjunct Instructor · “AH*100: Art Appreciation” · Brenau University · Pending, February 2014
- Lecturer · “Early Italian Renaissance Painting” Seven Week Course · Brenau University Lifetime of Learning Institute · October-November 2013
- Guest Lecturer · “Highlights of the Italian Renaissance in Art” Lecture · Brenau University Lifetime of Learning Institute · June 2013
- Guest Lecturer · “AR*675: Graphic Design” · Brenau University · Summer 2012
- Featured Speaker · “The Importance of Arts and Culture on Community” · Rose Johnson for Mayor Campaign Kickoff · Gainesville, GA · September 2013
- Presenter · American University/George Washington University Art History Research Symposium · American University · September 2011
- Presenter · National Conference for Undergraduate Research · University of Montana · April 2009
- Presenter · Thesis-In-Progress Presentation · Elon University · October 2009
- Presenter · Students for Undergraduate Research Forum · Elon University · April 2008, 2010

SELECTED PROFESSIONAL DEVELOPMENT

- Member of the Brenau University Staff Development Committee · Fall 2013-Present
- Participant in “Reacting to the Past” Pedagogy Workshop · Spring 2013
- Attended the Georgia Alliance of Museums and Galleries (GAMG) Conference · January 2013
- Attended the Georgia Council of the Arts Grants Workshop · Fall 2012
- Member of the Brenau University Gallery Programming Committee · Fall 2012-Present
- Member of the Brenau University Exhibitions Committee · Fall 2012-present

ADDITIONAL SKILLS

Microsoft Office Suite (Power Point, Excel) / alternate word processors · PC and Macintosh systems proficiency · Adobe Illustrator and Photoshop · Proficient in online research and social media · Proficient in University management software such as MVQuery, ACCUTERM, CANVAS, ApplicantStack, and Blackboard · MDID and ARTstor image databases · International travel experience (Europe) · Intermediate Italian language · Artistic proficiency with drawing mediums, photography, and graphic design · Art installation skills · Strong writing skills for articles, academic papers, and newsletters · Strong public speaking skills · Ability to balance multiple projects