

## EDUCATION

**University of Oregon**  
2015-2017  
Masters of Science  
Arts Management  
Museum Studies

**Indiana University**  
2011-2015  
Bachelors of Art  
Folklore &  
Ethnomusicology

## COMMUNITY INVOLVMENT

Jordan Schnitzer  
Museum of Art  
Student Member  
Advisory Council

Emerging Leaders in the  
Arts Network

American Alliance of  
Museums  
Student Member

## SKILLS

Public Speaking  
Event Management  
Microsoft Office  
Adobe Illustrator  
Adobe InDesign  
Sketch-Up

## PROFESSIONAL EXPERIENCE

### Museum Programming

- o Worked alongside professionals in public programming, communications, and education department
- o Created activities for adult educational programming events
- o Updated various community calendars with current programming information
- o Performed administrative duties for conferences regarding participant travel, program itinerary, and volunteer services
- o Created evaluation plan for aspects of programs and exhibits
- o Created a cohesive interface for museum staff to begin, administer, and analyze evaluation survey data

### Museum Exhibition

- o Worked in various positions such as volunteer, practicum student, and assistant to gain knowledge of different aspects of programs and projects
- o Assisted with the de-installation and installation of multiple exhibits during an exhibit hall renovation at the Mathers Museum of World Cultures
- o Developed plan for traveling exhibit for institutions with similar missions
- o Developed archive of exhibits for creation of long term exhibits plan

### Education

- o Conducted lessons in varying subjects as a substitute teacher and paraprofessional at the middle school and high school levels
- o Assisted teachers at the middle school level in making classroom accommodations for students with varying degrees of learning disabilities
- o Created evaluation proposals for general audiences, educational tours, and museum members

## WORK HISTORY

**University of Oregon** 2016–Present  
Graduate Teaching Fellow

**Museum of Natural and Cultural History** 2015–Present  
Public Programs Assistant & Practicum Student

**Oregon State Hospital Museum of Mental Health** Summer 2016  
Curatorial & Collections Intern

**Mathers Museum of World Cultures** 2014–2015  
Practicum Student & Administrative Assistant

**Thomas Caterers of Distinction** 2011–2015  
Event Supervisor & Server

## CONFERENCES

**Association of Academic Museums & Galleries** June 2017  
Student Volunteer Coordinator

**American Alliance of Museums** May 2017  
Attendee

**Oregon Museum Association** October 2016  
Volunteer

**Crossroads at the Museum** May 2015  
Administrative Assistant

**IU/OSU Folklore & Ethnomusicology Student Conference** April 2015  
Presenter