

# BAYLIE STILLWELL

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## EDUCATION

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*Master of Arts: Arts Management  
Certificate: Museum Studies  
University of Oregon  
Expected graduation: May 2017  
GPA: 4.00*

*Bachelor of Arts: Music Education  
Teaching Certification: K-12 Vocal  
Music, Level 1-517584  
Southeastern Louisiana University  
Graduated: Dec 2011  
GPA: 3.45*

## LEADERSHIP AND VOLUNTEER

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*First-Year Representative:*

- AAD Student Advisory Group (Dec 2015-present)

*Vice Chair:*

- Jordan Schnitzer Museum of Art Student Advocacy Council (Sep 2015-present)

*Volunteer:*

- Louisiana Children's Discovery Center (Dec 2010-Jun 2011)
- Project Step-Up (Jan 2008-Dec 2010)

## TECHNICAL SKILLS

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- Microsoft Office Suite (Excel, Outlook, PowerPoint, Publisher, Word)
- Adobe Photoshop, Adobe In-Design, Adobe Illustrator
- Finale Music Notation

## MUSEUM EXPERIENCE

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*Volunteer Coordinator*

*Jordan Schnitzer Museum of Art; Eugene, OR (Jan 2016-present)*

- Prepare, organize, and manage materials, recruitment, shift schedules, and communication plans prior to events.
- Oversee up to 15 volunteers throughout events, ensuring volunteers feel welcomed, informed, empowered, and appreciated.
- Evaluate event by writing reflection and sharing ideas for the future.

*Toddler Time Coordinator/Playologist*

*Louisiana Children's Discovery Center; Hammond, LA (Jun 2011-Dec 2012)*

- Planned, organized, and implemented weekly lessons with groups of up to 10 toddlers aged 1-4 years.
- Curated learning displays for weekly, themed lessons.
- Managed, assisted, and evaluated teacher candidate volunteers and junior volunteers for education programs and activities.
- Lead various informal education programs, special events, and activities for field trips, camps, and student groups.

## TEACHING EXPERIENCE

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*General Music and Chorus Teacher*

*St. Tammany Parish Schools; Folsom, LA (Aug 2013-Jul 2015)*

*St. Charles Parish Public Schools; Destrehan and Norco, LA (Dec 2012-May 2013)*

- Pioneered the creation of extra-curricular chorus classes of up to 50 students at the elementary and junior high level.
- Created organizational system by cataloguing choral music libraries of up to 300 pieces.
- Collaborated with colleagues and volunteers to coordinate educational programs for national commemorations and holidays.
- Planned, taught, and assessed music classes for grades K-8 of up to 26 students at elementary and junior high schools.
- Actively sought and participated in continuing education opportunities 3 times per month.

## GRANT WRITING EXPERIENCE

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*Volunteer Grant Writer*

*Springfield Museum; Springfield, OR (Apr 2013-Aug 2014)*

- Organized, wrote, and proofread grants for nonprofit history museum.
- Assisted in completion and awards for multiple grants.
- Independently completed and obtained grant for over \$1,000 per month in advertising through Google Ad Grants.

*References upon request*