

Adriane Jefferson

ARTS ADMINISTRATOR & CULTURAL EQUITY LEADER

PROFESSIONAL PROFILE

Adriane is an Executive in Arts Administration and cultural equity with expertise in program design, event & media production, grant making, external affairs, community partnerships, and new program initiatives. She specializes in professional development programming for young creative professionals, people of color and social change. She is a thought leader, adviser and educator pertaining to issues of Diversity, equity, access, and inclusion. She has dedicated her career to creating programs that result in a more equitable, vibrant and sustainable arts landscape.

CORE COMPETENCIES

- Cultural Equity Planning and Advising
- Program Design and Producing
- Grant Making & Grant Management
- Audience & Community Development
- External Affairs & Partnerships
- Arts Workforce & Employment Initiatives
- Young Creative Professional & Cultural Equity Programs
- Research and Data Reporting
- Strategic Planning & Policy Making
- Staff and Intern Management
- Public Speaking
- Social Media Marketing & Promotions
- Film and Media Production
- Proficient in Microsoft Office & Adobe

CONTACT INFORMATION

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130 Norwood Ave, New London CT
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PROFESSIONAL EXPERIENCE

State of Connecticut: Office of the Arts

ARTS PROGRAM MANAGER (November 2016- Present)

- Develops and maintains familiarity with State, regional and national activities in the field of the Arts.
- Provides Career development for young creative professionals.
- Designed and Spearheads the Arts Workforce Initiative Employment Program.
- State Program Coordinator for Make Music Connecticut
- Programming Producer, CT Arts Advocacy Day
- Spearheads (Relevance, Equity, Access, Diversity, Inclusion) Professional Development Program for Urban Creatives
- Curates statewide Round Table discussions and town halls around issues of arts, civic action and social Justice
- Grant making and Grant Management
- Liaison between Office of the Arts and New England Foundation for the Arts
- CT State Coordinator for The National Endowment for the Arts Poetry out Loud Program
- Oversees the Regional Initiative Grant program
- Advises non profit arts organizations, creative businesses, artists and community leaders
- Strategic planning & Policy Making Decisions
- Specializes in Audience Development and arts programs for historically marginalized communities
- Hires and Supervisors Contractual staff, paid & unpaid interns,

The Writers Block Ink

EXECUTIVE DIRECTOR & CREATIVE DIRECTOR (April, 2013-November 2016)

- Tracked impact goals and conducted program evaluation
- Strategic planning
- Led Grant Management and Development Efforts
- -Increased annual budget by 20% by seeking new funding opportunities
- -Created Multiple community partnerships and new program initiatives
- -Designed and implemented multiple school partnerships
- -Fostered external relations with cultural organizations and schools.
- -Hired and managed a staff of 25 employees, 10 volunteers and 5 work-study Interns.
- Served as the primary spokesperson for the organization's artistic purpose.
- Spearheaded Raising Voices Against Domestic Violence
- Produced and directed final performances and showcases.
- Supervised the creative/artistic team.
- Oversaw all creative programming initiatives & partnerships

EDUCATION

Savannah College of Art and Design (Elearning)

M.A Arts Administration

Graduated with a 3.9 GPA
Attended March 2012- August 2015

Florida Memorial University (Miami, FL)

B.A Popular Music

Graduated with a 3.4 GPA
Attended August 2004- December 2009

JAE (RACHEL) AVILES

860.706.2826 || jadenavilez25@gmail.com

EDUCATION

Pace University, Dyson College of Arts and Sciences, Pleasantville NY

Bachelor of Arts in Communications

Minor: Public Relations and Psychology, Cumulative

Graduated in May 2016

RELEVANT EXPERIENCE

Program Associate & Facilitator, RE-Center Race & Equity in Education, Hartford, CT

Oct 2018 – June 2019

- Manages, and oversees all HR, onboarding, and payroll for all per-diem employees
- Intake Manager; schedule intakes, meet with clients to discuss potential opportunities, communicate availability
- Confirms and manages logistics for all programming including but not limited to staffing, booking venues, preparing materials, and assisting with training of per-diem employees.
- Reports directly to the Director of Race and Equity Programming, and assists with planning

Scholar Talk Facilitator and Founder, Hartford Youth Scholars, Hartford CT

Oct. 2017 – April 2018

- Developed a curriculum to engage seventh and eighth graders in activities and conversations about systemic oppression
- Facilitated activities and conversations with groups of 20+ students about systemic oppression, and equity

Assistant Site Coordinator, Freedom School, Hartford CT

June 2017- Aug. 2017

- Served as an energetic leader during Harambee, morning routine
- Collaborated with program staff to establish and maintain a supportive & structured environment for youth participants
- Assisted with behind-the-scenes task such as check in/check out, completing paper work, and behavior management
- Designed and edit a weekly newsletter emailed to all parents, and program staff
- Coordinated and developed programs including planning and leading National Day of Social Action
- Created and maintained social media platform to keep community members informed

Residential Diversity Counselor, The Discovery Center; Woodstock CT

June 2016 – Nov. 2016; March 2018 – June 2018

- Served and live with a group of 20 diverse counselors, directors and teachers
- Responsible for overseeing 12-19 students between ages 9-12 during weekly camp sessions
- Facilitated inquiry-based activities and discussions on: diversity and inclusion, equity and social justice
- lead team building activities with groups of 12-19 campers
- CPR and First aid Trained and Certified

Servant Leader Intern, Freedom School; Hartford CT

June 2016 - Aug. 2016

- Served as an energetic leader during Harambee, morning routine
- Collaborate with program staff to establish and maintain a supportive & structured environment for the children in their care
- Assisted with behind-the-scenes task such as check in/check out, completing paperwork, and behavior management
- Designed and edit a weekly newsletter emailed to all parents, and program staff

LEADERSHIP EXPERIENCE

Board Member, Hartford Youth Scholars Board of Directors, Hartford CT

April 2018 – January 2019

Member, Alpha Lambda Sigma Sorority; Pace University, Pleasantville NY

Spring 2013-Present

Recruitment Chair, Alpha Lambda Sigma Sorority

Spring 2014--Present

- Coordinate recruitment events in order to increase members
- Organize Formal Recruitment event for up to 60 attendees
- Establish and maintain communication with potential new members

JAE (RACHEL) AVILES

860.706.2826 || jadenavilez25@gmail.com

Fundraising/ Philanthropy Chair

Jan.2015- May 2015

- Hosted and attended philanthropy events for Pediatric Aids and Multiple Sclerosis

Vice President of Unity & Social Justice, *Student Government Association*; Pace University

April 2014 – April 2015

- Planned and implemented of the Tunnel of Oppression for Pace University students
- Served as a liaison, and advocate pertaining to social issues that directly affect students.
- Facilitated justice discussions at weekly Senate meetings concerning current events, and/or social topic

TECHNICAL SKILLS & SOFTWARE

- Microsoft Office (Word, Excel, PowerPoint, Outlook, Publisher and Teams),
- Prezi,
- iMovie,
- Various Social media platforms (Twitter, Facebook, Instagram, YouTube, Blogger)
- Basecamp and other Data Entry software

RELATED COURSEWORK & OTHER WORK-RELATED EXPERIENCES

Public Speaking, Writing for the Print Media, News Reporting, Psychology of Women, Child Psychology, Adolescent Psychology, Event Planning for Public Relations, Case Studies in Public Relations, Writing for Public Relations, Psychology of Substance Abuse

K A I L E Y

914 803 5925
kaletheintern.com
hello@kaletheintern.com

I am a Connecticut-based lover of coffee and all things digital media. Let's chat!

I'M WELL-VERSED IN

Adobe Creative Suite, Illustrator, Photoshop, Audition, Premiere, social media community management, Facebook Ad Center, Google AdWords, SEO, CRM maintenance, Hubspot, email marketing, event booking, budget management, creating pitch decks



I HAVE A DEGREE FROM university of connecticut

class of 2018

I have a B.A. in Communication with a concentration in media studies alongside two minors: Political Science and Women's, Gender & Sexuality Studies.

CITY OF HARTFORD, DEPARTMENT OF DEVELOPMENT SERVICES; SMALL BUSINESS AND COMMUNITY DEVELOPMENT

community liaison

January 2019 - present

Aiding in the structuring and digital storytelling for the department's initiatives. Works with City partners to effectively include the range of diverse voices of the Hartford community through research and field work. Assists small businesses by creating strategic business plans, allocating grant funds, and referring local and regional resources for sustainable, revenue-driven development.

OBAMA FOUNDATION community leadership corps member

June 2019 - November 2019

Chosen to participate by the distinguished Foundation to immerse in leadership training and community projects in Hartford, CT.

UNIVERSITY COMMUNICATIONS, UCONN digital media content producer

November 2016 - November 2018

I produced evocative media coverage of student culture via @UConn social platforms and the UConn Social blog. Worked with the campus multimedia team as a commentator highlighting student life for digital and print.

AERIE brand ambassador

July 2018 - January 2019

Served as a digital influencer and advocate for the intimates brand and #AerieREAL mission by leading events and outreach efforts. This included creating consistent, on-trend, lifestyle-related social media content.

WHUS RADIO, 91.7 FM general manager

May 2016 - May 2018

Served as the lead of the FM radio station. Supervised fifteen student and non-student professional employees within eight departments. Oversaw on-air and podcasting production of over 150 DJ's in news, music, and sports.

T O W N S E N D

REV. DR. GLORIA BROWN

30 Woodland Street Apt. 8-C
Hartford, CT 06105-2343

This resumé is in support of my application to the Permanent Commission
on the Status of Hartford Women.

PRESENT PROJECTS:

Monthly volunteer services at Niantic Women's Prison since from 1992 to the present
Founder of Fresh Start Initiatives, Inc., a non-profit organization to support women leaving prison.
Member of the Community Relations Committee of the Town & County Club of Hartford, CT.
Active in the ministerial staff of True Faith Christian Ministries.
Member of the Women's Ministry of True Faith Christian Ministries.
Minister of religious services at the York Institution, Niantic, CT.

PAST ACTIVITIES

Chaplain of the Leadership Conference of Connecticut.
Ministry at the McKinney Homeless Shelter.
AIDS Ministry, Hartford Regional Care Team
Ministry at Long Lane Correctional Center
Author of *Christ in You* (Windsor, CT, 2014)
Former member of WREE (Women for Racial and Economic Equality)
Delegate to the Women for World Peace Conference, Copenhagen, DK 1982.
Delegate to the U.S-Soviet Peace Conference, Moscow, 1983.
Recognition for Leadership and Volunteer Development at the NAACP Northeast Region Leadership Conference, 1997.
Recognized by Families in Crisis for Outstanding Volunteer Services for Families of Incarcerated Persons.
Recognition certificate from AIDS Project Hartford for volunteer services.

EDUCATION

Graduated from Weaver High School, the Morris School of Business, and the New York University Music School.
Attended the Hart School of Music.
Took courses toward a B.A. in social work at Central Connecticut State University.
I have a certification in assistant nursing.
Bachelors, Masters and Doctoral degrees from North Carolina College of Theology.

Gregory B Chambers

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Summary

Certified data analytics & management expert. Chair of diversity, equity, & inclusion committee at blumshapiro. Singing member of Hartford Gay Men's Chorus.

Recent Experience

Chair of diversity, equity, & inclusion committee, blumshapiro

2016-Present

Leads committee of over 20 employees in executing strategic initiatives for 500 employee firm with 10 offices in 4 states. Primary responsibilities: coordinating the recruitment of students from diverse backgrounds; coordinating networking efforts with professional and community organizations; and ensuring a workplace that respects and celebrates the diverse histories, abilities, and perspectives of employees, our clients, and the communities in which we work and live.

Senior Microsoft Analytics Consultant, blumshapiro

2013 – Present

Acting as advisory partner for over a dozen clients, delivering predictive analytics, artificial intelligence, business intelligence, master data, and web application solutions heavily incorporating Microsoft cloud and business intelligence stack. Analyzes business needs and data to design solutions. Creates reports, cubes, data warehouses, master data models, staging & audit infrastructure and ETL (data) integration for BI solutions. Acts as project manager, scrum master, technical lead, and business relationship manager.

Member, Hartford Gay Men's Chorus

2017-Present

Has performed in 6 concert cycles spreading the chorus's mission to use beautiful music to inspire our audiences. Traveled to Munich, Germany in 2018 to sing in Various Voices European LGBT festival with the chorus's a cappella group, *On That Note!* Served two-year term on Artistic Committee.

Education

Tufts University: Studied toward a Bachelor of Arts in American Studies.

2005-2009

Concentration: Comparative Race & Ethnicity.

Leader of Queer Student of Color & Allies Discussion Group

Technical skills

Python for Machine Learning

Microsoft SQL Server 2008-2017

Visual Studio: for Business Intelligence, SQL Server Data Tools, C#

PowerBI Development & Administration

Azure DevOps, formerly Visual Studio Online: source code and project management features

Microsoft Excel: PowerPivot, PowerView, Master Data Services add-in

SharePoint: Site design and administration, workflows, InfoPath form integration

PowerShell, Python, & batch scripting

Certifications & awards

Microsoft Certified Solutions Expert: Data Analytics and Management

Scalable Agile Framework (SAFe) Practitioner

Upholding Quality and Integrity: blumshapiro Employee Recognition program