

DENISE D. SAUNDERS THOMPSON

CHIEF EXECUTIVE OFFICER



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Website: www.iabdassociation.org / www.ddsaunder.com / www.imagesofartistry.com

SENIOR EXECUTIVE

A passionate, dynamic, entrepreneurial and results-oriented Chief Executive, with 26 years of extensive experience in non-profit and for-profit, established and start-up organizations. Proven fundraising, awareness and networking skills, and practices of large-scale events management. Creative results driven style has led to extensive achievements in the arena of community building and fruitful partnerships and collaborations with industry constituents and clientele. Utilize team approach to drive organizational improvements and implementation of best practices. Advisement on administrative, programmatic and fundraising issues including strategic plans, policy and procedures, communications programs, budgeting and contracts. Superior interpersonal skills, capable of resolving multiple and complex issues (human resources, legal, financial, operational) and motivating staff to peak performance.

KEY SKILLS AND CORE COMPETENCIES

- Strategy, Vision & Mission Planning
- Presenting, Programming
- Programs, Services & Products
- Billing, Collections & Cash Management
- Contract Negotiations & Strategic Alliances
- Information Technology
- Government Regulations & Relations
- Finance, Budgeting & Cost Management
- Marketing, Public Relations & Media Affairs
- Policy & Procedure Development
- Human Resources Management
- Team Building & Performance Improvement

Fields of Expertise

- Arts Administration
- Dance
- Theatre
- Artist Management and Representation
- Board Governance
- Contract Negotiation
- Event Planning and Management
- Finance and Budgeting
- Fundraising
- Grant Writing
- Marketing and Public Relations
- Non-Profit Management
- Producing
- Production Management
- Stage Management
- Strategic Planning

Courses Taught

- Arts in Experience
- Capstone
- Cultural Leadership
- Cultural Policy and the Arts
- Drama Internship
- Entrepreneurship in the Entertainment Industry
- Fundamentals of Arts Management
- Facility Management
- Fundraising for the Arts
- Master's Portfolio Seminar
- Performing Arts Management
- Production Management
- Special Event and Volunteer Management
- Stagecraft
- Stage Management
- Tech Production Lab: Costume
- Theatre and Production Management
- Theatre Arts Administration Lab
 - (Producing, PR/Marketing, Finance/Budget, Box Office, Front-of-House, Usher)
- Theatre History
- Theatre Management I, II

EDUCATION

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| Ph.D. (classes) | 1999 | <i>Dept. Of Human Communication Studies Organizational Communications Howard University, Washington, District of Columbia</i> |
| Master of Fine Arts in Theatre Honors | 1994 | <i>The Producer's Program School of Theatre, Film, and Television University of California, Los Angeles, California</i> |
| Bachelor of Fine Arts Cum Laude | 1992 | <i>Theatre Arts Administration Department of Theatre Arts Howard University, Washington, District of Columbia</i> |
| Diploma | 1987 | <i>General Studies East Catholic High School Manchester, Connecticut</i> |

TEACHING EXPERIENCE

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|---|----------------------------|--|
| Professorial Lecturer | 2019 – 2018 2017 – 2015 | American University, College of Arts and Sciences, Dept. of Performing Arts |
| Lecturer/Instructor | 2015 – 1997 | Howard University, College of Arts and Sciences, Division of Fine Arts |
| Graduate Teacher's Assistant | 1994 – 1993 | University of California, Los Angeles School of Theatre, Film, and Television |
| Director, Summer Theatre Program | 1994 | Mississippi Cultural Crossroads Port Gibson, Mississippi |

EXECUTIVE EXPERIENCE

President and Chief Executive Officer

The International Association of Blacks in Dance, Silver Spring, MD / 2017 – Present

Oversee the day-to-day operation of the Association including hiring, training, evaluating and supervising the work of staff and volunteers. Manage a 20-person Board of Directors in all of its functions including orientation, recruiting, communications, development and committee work. Direct the financial and accounting operations; facilitate the creation and implementation of an annual budget. Develop membership recruitment and retention program including the implementation of new technologies. Cultivate, research and meet with potential funding sources and manage existing ones. Write grants (Grant funds received in between 2017 – 2021 totals over \$11,625,252 million). Lead all marketing initiatives including brand strategy and identity, internal marketing campaign, all organization promotion and related materials and PR/media relations. Launched and maintain a new website, researched and integrated new technologies including all social media and monthly news communication. Work with and cultivate relationships with local, regional and state representatives on advocacy issues. Work closely with the founding Directors.

Notable Accomplishments:

- Exhibit tireless energy, positive attitude and visionary leadership.
- Delivered revenue growth, in a 4-year timespan, from \$80,000 to \$6.5 million.
- Presented first ever analytical report, *The Black Report*, on the financial and organizational health of the Black dance sector.
- Push for constant growth among management team and general staff.

EXECUTIVE EXPERIENCE

Chairperson/Executive Director

The International Association of Blacks in Dance, Silver Spring, MD / 2017 – 2009

Provided leadership to the Board of Directors, set management policies, upheld the organization's mission, implemented strategic planning. Chaired meetings of the Board and serve as an *ex officio* member of committees. Appointed chairpersons of committees and helped guide and mediate Board actions with respect to organizational priorities and governance concerns. Developed and monitored financial reports of the organization and played a leading role in fundraising activities.

Executive Director

Hinton Battle's DANZEOFF, Washington, D.C. / 2016 – Present

Responsible for all financial aspects and management of the organization and its budget. Produced and coordinated the 1st Annual DANZEOFF Dance Convention and Competition. Supervised staff of five along with 25 volunteers.

Producing Artistic Director

Images of Cultural Artistry, Inc., Washington, D.C. / 2010 – Present

Manage producing, exhibiting, and performing artistic events including visual arts displays, musical concerts, dance concerts, and theatre productions. Develop and provide training classes for youth adults and professionals in arts administration.

President & Chief Executive Officer

D.d.Saunders & Associates, Inc., Washington, D.C. / 1999 – Present

Founder/Chief Executive Officer of a comprehensive fine arts advisory firm, which offers its clients the full range of arts services in artist representation and production management. The organization represents established, mid-career, and emerging local, national and international artists (i.e. Mike Malone, Reggie Ray, Sherrill Berryman Johnson).

PROFESSIONAL EXPERIENCE

Professorial Lecturer (Full Time and Adjunct), Arts Management Program

American University, Department of Performing Arts, Washington, D.C. / 2019 – 2015

Faculty Member for the Department of Performing Arts. Lecture and teach courses on the graduate level in arts management, advising students, supervising graduate capstones, overseeing events and other non-classroom related activities. Serve on committees of the Department and The University.

Instructor/ Producing Artistic Director/ Theatre and Production Manager

Howard University, Division of Fine Arts, Washington, D.C. / 2015 – 1997

Program Coordinator for the Theatre Arts Administration Program, *Interim Coordinator* for the Dance Program and *Production Manager/Producing Artistic Director* for the Department of Theatre Arts' theatrical season of plays and dance programming. Lecture on the subjects of theatre arts, dance, and non-profit management. Serve on numerous committees of the University. Grant writer/fund raiser for Theatre Arts.

Manager, Cramton Auditorium

Howard University, Washington, D.C. / 2010 – 2002

Manager for a 1,500-seat auditorium on the University's Campus with \$750K+ budget. Handle programming, scheduling, booking, budget, staffing of technical, box office, administrative personnel. Coordinate special events on University campus.

Business Manager

The Malone Group, Inc., Washington, D.C. / 2007 – 1997

Managed all secretarial and financial aspects of the organization, including the preparation of budgets, fundraising, filing tax forms, etc. Serve in the capacity of Business/Company Manager for the co-production of *Black Nativity* with the John F. Kennedy Center for the Performing Arts.

PROFESSIONAL EXPERIENCE

Gala/Production Coordinator

Alliance Theatre Company, Atlanta, GA / 2001

Gala/Production Coordinator for the annual spring gala fundraiser, "Swing With The Stars." Oversaw planning and implementation of fundraising events. Provided on-site coordination for gala activities, which included two celebrity golf tournaments along with any evening of performances. Coordinated PR and advertising campaign. Facilitated communication and planning with volunteers and staff.

House Manager

Lincoln Theatre, Washington, D.C. / 1999 – 1998

Responsible for logistical coordination of all events at the theatre. Supervised and maintained a staff of forty volunteers. Dealt directly with the public on a daily basis while working under pressure.

Development Events Manager

Alliance Theatre Company, Atlanta, GA / 1997 – 1996

Managed operations for the Development area, including fundraising, events management, budget functions and calendar maintenance. Assisted the Development Director with enrolling new corporate sponsors through research as well as active solicitation to reach established financial goals. *Coordinator and Production Manager* for the annual spring gala fundraiser, "Laughter and Reflection with Carol Burnett." Oversaw planning and implementation of fundraising events. Maximized the income potential of fundraising and special events for the Alliance Theatre and the Volunteer leadership to generate operating revenue. Met an established financial goal for each event. Provided on-site coordination for events. Coordinated PR and advertising campaigns for all special events. Facilitated communication, planning with volunteers and staff.

Ticket Seller

1996 Olympic Arts Festival, 1996 Olympics, Atlanta, GA / 1996

Dealt directly with the public on a daily basis while working under pressure. Sold theatre and event tickets by telephone and window. Provided information related to performances, events and the Olympiad and its programs.

Development Associate

Alliance Theatre Company, Atlanta, GA / 1996

Supervised development intern. Researched and wrote grants for funding of all areas of the theatre (production, children's theatre, general operating expenses). *Coordinator and Production Manager* for the annual spring gala fundraiser, "A Conversation with Gregory Peck and Friends." Created and managed *The Leadership Circle*, a gift giving program for small businesses.

Producer/Managing Director

Several Dancers Core, Atlanta, GA / 1995 – 1994

Responsible for all financial aspects and management of the organization's budget. Produced and coordinated the annual dance festival. Researched and wrote grants for funding of all programming, presentations and initiatives. Supervised staff of three.

Box Office Manager

Horizon Theatre, Atlanta, GA / 1995 – 1994

Received cash, credit cards and maintained a daily balance of the number of tickets sold per performance and prepared end of the week close-out for deposit. Trained volunteers for ushering and box office assistant positions. Dealt directly with the general public on a daily basis while working under pressure.

Project Coordinator/Atlanta Dance Initiative

Several Dancers Core, Atlanta, GA / 1995 – 1994

Liaison between arts consultants, *Arts Action Research*, and twelve dance organizations during the two-year initiative. Responsible for management of the project budget. Handled all administrative aspects of the dance initiative.

PROFESSIONAL EXPERIENCE

Producer, WHat AbOUt Us? Productions

University of California, Los Angeles, CA / 1994

Theatrical producing group based at UCLA, which presented a theatre festival for young people entitled *The Living Drama of Youth*. Handled financial and administrative aspects of the organization. Contacted youth organizations and organized panel of entertainment industry guest speakers.

Project Administrator/Young Audiences Program

Mark Taper Forum, Los Angeles Music Center, Los Angeles, CA / 1994 – 1993

Liaison between the Education Programs Director and the Teacher Contacts for each school. Responsible for all administrative aspects of the program. Coordinated arrival of buses to the site, scheduled educational conference meetings and attendance dates for over fifty Los Angeles County and surrounding area schools.

Box Office Manager

University of California, Los Angeles, CA / 1994 – 1993

Oversaw operation of four theaters on campus. Received cash, deposited and verified all sales of the front window. Maintained daily balance of the number of tickets sold per performance. Taught graduate and undergraduate students the daily operations of the box office.

Box Office Manager

Shakespeare Theatre, Washington, D.C. / 1992

Supervised staff of eighteen and responsible for all administrative aspects of the box office. Handled over 4,000 tickets and dealt with the public while working under pressure. Provided information about the "Shakespeare Free For All", the theatre and its programs.

Box Office Assistant

Arena Stage, Washington, D.C. / 1992 – 1989

Dealt directly with the public daily while working under pressure. Sold theatre tickets by telephone and window. Provided information related to performances, the theatre and its programs. Performed data entry on the ArtSoft System.

Project Coordinator/Associate Producer

Howard University's 125th Anniversary Gala, Washington, D.C. / 1992 – 1991

Liaison between the Project Director, the principal actors and their agencies. Supervised staff of five and cast of one hundred twenty-five. Duties included group sales, general and production stage management. Responsible for budget, accounting ledger, equipment orders and general information about the project.

Assistant to the Managing Director

Living Stage Theatre Company, Washington, D.C. / 1991

Liaison between Arena Stage, Living Stage Managing Director and Board Committee members. Maintained communication with the Assistant to the Director. Performed data entry and administrative support.

CONSULTANT EXPERIENCE

2020 – 2018/2016 – 2015

Arts Consultant: Strategic Planning

Cleo Parker Robinson Dance, Denver, CO
Dallas Black Dance Theatre, Dallas, TX
Dayton Contemporary Dance Company, Dayton, OH
Hill Dance Academy Theatre, Pittsburgh, PA
Lula Washington Dance Theatre, Los Angeles, CA
Philadanco!, The Philadelphia Dance Company, Philadelphia, PA
Cleveland Dance Movement, Cleveland, OH

2020/2017

Arts Consultant: Board Governance

Hill Dance Academy Theatre, Pittsburgh, PA
libada Dance Company, Indianapolis, IN

SPEAKING ENGAGEMENTS

- 2021**
- Dance/NYC, New York, NY***
 Dance/NYC Symposium
 Justice. Transformation. Education
- Pennsylvania Dance Education Organization, Philadelphia, PA***
 Social Justice Webinar
 Equity and Inclusion through Financial and Funding Resources
- 2020**
- Good Morning America – ABC Television***
 Morning Interview
 Arts in a Pandemic
- Arts Midwest & Western Arts Alliance, Minneapolis, MN***
 Virtual Conference
 The State of Black Arts
- What's Up Roadie: How You Doing? Virtual Panel, Washington, D.C.***
 Episode 9: Dance & Regional Theatre
- Arts Administrators of Color Network, Washington, D.C.***
 Virtual Conference
 For Us By Us
- Dance/USA, Washington, DC***
 Dance/USA Dance Forum
 Creative Collaborations
- 2019**
- APAP365, New York, NY***
 APAP Conference
 The Black Report Presentation
- Dance/NYC, New York, NY***
 Dance/NYC Symposium
 A Dance of Race and Representation
- Wolf Trap Performing Arts Center, Vienna, VA***
 Diversity, Equity, and Inclusion in the Workplace Panel
 Fellowship program Speaker
- The Kennedy Center, Washington, D.C.***
 Summer Dance Lab
 Training Dance Leaders of Tomorrow
- 2018**
- Dance/USA Conference, Los Angeles, CA***
 Dance/USA conference
 Dismantling Privilege: The Opportunities and Benefits for the Entire Field
- Arts Administrators Network, Washington, D.C.***
 Art Accordingly Podcast
 Do The Work
- The John F. Kennedy Center for the Performing Arts, Washington, DC***
 ArtChangeUS
 Dancing Histories, Dancing Futures with Rulan Tangen

2016

Association of Performing Arts Presenters (APAP), New York, NY

APAP Conference: MAKERS

IABD Kitchen Table Talk: Preservation of Legacy

Dance/NYC, New York, NY

Dance/NYC Symposium

Race and Dance

Apollo Theater, New York, NY

Women of Color in the Arts (WOCA)

Panelist: Women in Dance

Dance/USA, Washington, D.C.

Annual Conference in Austin, TX

Presenter: Cultural Equity and Common Ground: Exploring the redistribution of funding resources for culturally specific arts organizations

PRODUCTION EXPERIENCE

2017 **Executive Director**, Hinton Battle's *DANZEOFF Convention Competition*, Washington, D.C.

2016 **Producer/Event Manager**, Howard University, Ira Aldridge Theater, Washington, D.C.

Stage Manager, Debbie Allen's *FREEZE FRAME: STOP THE MADNESS*, The Kennedy Center, Eisenhower Theater, Washington, D.C.

Executive Director/Press Representative, Hinton Battle's *Soul Dance and BBQ*, Dance Place, Washington, D.C.

Producer, *SARAFINA!*, The John F. Kennedy Center for the Performing Arts, Millennium Stage, Washington, D.C.

Producer, *SARAFINA!*, The Mann Performing Arts Center, Philadelphia, PA

Conference Co-coordinator, *Conference Festival/1st Annual Ballet Audition for Women of Color*, The International Association of Blacks in Dance (IABD); 28th Annual Conference and Festival in Denver, CO

Production Manager, Dance Theatre of Harlem Auditions for *Ballet Summer Intensive Program*, Howard University Dance Program, Washington, D.C.

Presenter/Host, Annual Dance Concert, Hill Academy Dance Theatre, August Wilson Center, Pittsburgh, PA

Production Manager, Benefit Dance Concert, I.AM.WE. Dance Company, Ira Aldridge Theater, Washington, D.C.

Coordinator, #dyeingtomatch National Social Media & Awareness Campaign, The International Association of Blacks in Dance, Washington, D.C.

Production Manager, Orchestra Concert, DC Youth Orchestra, Ira Aldridge Theater, Washington, D.C.

Production Manager, Greyhound Diaries Project, Play Reading by Doug Levitt, Actor/Musician of Los Angeles, CA, Environmental Theatre Space, Washington, D.C.

Production Manager, Kasaun Wilson Live at HU Comedy Show, Kasaun Wilson, Comedian/Actor/Writer, Ira Aldridge Theater, Washington, DC

PRODUCTION EXPERIENCE

2015 *Production Director*, Katzen Art Walk, American University, Washington, D.C.

Producer and Press Representative, Hinton Battle's Soul Dance and BBQ, Edgewood Arts Center, Washington, D.C.

Producing Artistic Director, 2014-2015 *Anything Goes*, *Annual Spring Dance Concert*, Howard University, Washington, D.C.

2014 *Producing Artistic Director*, 2014-2015 Theatre and Dance Season, *Spunk*, *Fall Dance Showcase*, *Not About Nightingales*, Howard University, Washington, D.C.

Production Stage Manager, Debbie Allen's *Brothers of the Knight*, *National Tour*, Los Angeles, CA, Boston, MA, Philadelphia, PA, Washington, DC, Charlotte, N.C.

Production Stage Manager, *Mayor's Arts Awards*, *DC Commission on the Arts and Humanities*, Lisner Auditorium, Washington, D.C.

2013 *Producing Artistic Director*, 2013-2014 Theatre and Dance Season, *Hurt Village*, *Fabulation*, *or the Re-Education of Undine*, *Fall Dance Showcase: Pathways and New Directions*, *The Bubbly Black Girl Sheds Her Chameleon Skin*, *Spring Dance Concert: Hamdan: Through the Gate of Tears*, Howard University, Cramton Auditorium, Washington, D.C.

Project Administrator, *3-Day Dance Intensive*, Howard University, Washington, D.C.

2012 *Producing Artistic Director*, 2012-2013 Theatre and Dance Season, *Breath*, *Boom*, *Venus*, *I Too Sing America: The Life and Poetry of Langston Hughes*, *Annual Spring Dance Concert: For the Love of Dance...*, Howard University, Washington, D.C.

Stage Manager, Howard University Homecoming, *Midnight Madness*, *Celebrity Basketball Game*, *International Yard Fest*, *R&B Concert*, *Step Show*, Howard University, Burr Gymnasium, DC Armory Washington, D.C.

Project Administrator, *3-Day Dance Intensive*, Howard University, Washington, D.C.

2011 *Producing Artistic Director*, 2011-2012 Theatre and Dance Season, *Miss Evers' Boys*, *For Colored Girls...*, *Fall Dance Showcase: Unleashed*, *Passing Strange*, *Spring Dance Concert: Body Voice: Equilibrium* *Soldier's Play*, Howard University, Washington, D.C.

Stage Manager, Howard University Homecoming, *Midnight Madness*, *Celebrity Basketball Game*, *International Yard Fest*, *R&B Concert*, *Step Show*, Howard University, Burr Gymnasium, DC Armory Washington, D.C.

Project Administrator, *3-Day Dance Intensive*, Howard University, Washington, D.C.

Venue Manager, *DC Jazz Festival*, Ira Aldridge Theater, Washington, D.C.

2010 *Production Stage Manager*, Debbie Allen's *The Hot Chocolate Nutcracker*, UCLA Royce Hall, Los Angeles, CA

Production Manager, *A Soldier's Play*, Ira Aldridge Theater; *One-Act Play Festival*, Environmental Theatre Space, *The All Night Strut!*, Ira Aldridge Theater, Washington, D.C.

Venue Manager, Howard University Homecoming, Cramton Auditorium, Blackburn Center, Burr Gymnasium, Washington, DC; *New Student Orientation*, Cramton Auditorium, Washington, D.C.; *Charter Day Convocation*, Cramton Auditorium, Washington, D.C.

PRODUCTION EXPERIENCE

- 2010** *Stage Manager*, Howard University Homecoming Step Show, DC Armory, Washington, D.C.
- Project Administrator*, 5-Day Dance Intensive, Howard University, Washington, D.C.
- Production Coordinator*, Howard University 2010 Commencement, Washington, D.C.
- 2009** *Production Stage Manager*, Debbie Allen's OMAN, Oman!, UCLA Royce Hall, Los Angeles, CA
- Project Administrator*, 5-Day Dance Intensive, Howard University, Washington, D.C.
- Venue Manager*, MSNBC Town Hall Meeting "About Our Children w/Bill Cosby", Ira Aldridge Theater, Washington, DC; Charter Day Convocation; Spike Lee "Refresh The World Symposium"; Howard University Homecoming; Opening Convocation; New Student Orientation, Cramton Auditorium, Washington, D.C.
- Producer*, Howard University 16th Presidential Inaugural Jazz Concert, Andrew Rankin Chapel, Washington, D.C.
- Production Coordinator*, First Lady Michelle Obama Panel Discussion, "Home, Work, Community: The Role of the African American Women As Change Agents", Howard University, School of Business; Howard University 2009 Commencement, Washington, D.C.
- 2008** *Production Coordinator*, Howard University 2008 Commencement, Washington, D.C.
- Project Administrator*, 5-Day Dance Intensive, Howard University, Washington, D.C.
- Production Stage Manager*, Debbie Allen's Brothers of the Knight, Eisenhower Theater, Washington, D.C. and UCLA Freud Playhouse, Los Angeles, CA
- Venue Manager*, CNN Black in America HBCU Tour; NBC Town Hall Meeting "Meeting David Wilson"; Charter Day Convocation; Howard University Homecoming; Opening Convocation; New Student Orientation, Cramton Auditorium, Washington, D.C.
- 2007** *Production Coordinator*, Tavis Smiley All-American Presidential Forum, Cramton Auditorium, Washington, DC; Howard University 2007 Commencement, Washington, D.C.
- Venue Manager*, Charter Day Convocation; Howard University Homecoming; Opening Convocation, Cramton Auditorium, Washington, D.C.
- Production Stage Manager*, Debbie Allen's Alex In Wonderland, Freud Playhouse, Los Angeles, CA and The Terrace Theater, The Kennedy Center, Washington, D.C.
- Venue Manager*, New Student Orientation, Cramton Auditorium, Washington, D.C.
- 2006** *Production Manager*, Jay-Z, The Jaunt Tour, Howard University, Washington, D.C.; Dwight Andrews Benefit Concert, Howard University School of Divinity, Washington, D.C.
- Project Administrator*, 5-Day Dance Intensive, Howard University, Washington, D.C.
- Production Coordinator*, Howard University 2006 Commencement, Washington, D.C.
- Venue Manager*, Charter Day Convocation; Howard University Homecoming; Opening Convocation; New Student Orientation, Cramton Auditorium, Washington, D.C.
- Production Manager*, Where Eagles Fly, Lincoln Theatre, Washington, D.C.

PRODUCTION EXPERIENCE

- 2006** **Producer**, *Sweet Honey In the Rock*, Howard University Blackburn Center, Washington, D.C.
- 2005** **Producer**, *A Tribute to August Wilson*, Cramton Auditorium, Washington, D.C.
- Project Administrator**, *5-Day Dance Intensive*, Howard University, Washington, D.C.
- Production Coordinator**, *Howard University 2005 Commencement*, Washington, D.C.
- Venue Manager**, *Charter Day Convocation*, Cramton Auditorium, Washington, D.C.
- Production Manager**, *Richard Smallwood in concert*, Jericho City of Praise, Landover, MD
- 2004** **Producer**, *Kevin Liles, Make It Happen Tour*, Cramton Auditorium, Washington, D.C.
- Venue Manager**, *Howard University Homecoming; Opening Convocation; New Student Orientation; Charter Day Convocation*, Cramton Auditorium, Washington, D.C.
- Executive Producer**, *Wasn't That A Mighty Day*, Cramton Auditorium, Washington, D.C.
- Production Coordinator**, *Howard University 2004 Commencement*, Washington, D.C.
- Production Stage Manager**, *Debbie Allen's Pepito's Story*, Terrace Theater, The Kennedy Center, Washington, D.C.
- Project Administrator**, *5-Day Dance Intensive*, Howard University, Washington, D.C.
- Director**, *A Liberating Prayer: A Love Song for Mumia*, Cramton Auditorium, Washington, D.C.
- Lighting Designer/Production Stage Manager**, *Washington Performing Arts Society's Children of the Gospel Richard Smallwood*, Concert Hall, The Kennedy Center, Washington, D.C.
- Producer**, *Lil' Scrappy in concert; Ashford & Simpson in concert*, Cramton Auditorium, Washington, D.C.
- Venue Manager**, *Howard University Homecoming; Opening Convocation; New Student Orientation*, Cramton Auditorium, Washington, D.C.
- 2003** **Production Stage Manager**, *Debbie Allen's Brothers of the Knight*, Terrace Theater, The Kennedy Center, Washington, D.C.
- Producer**, *Erykah Badu, Fertile Ground in concert; Smokey Robinson in concert*, Cramton Auditorium, Washington, D.C.
- Venue Manager**, *Charter Day Convocation; Howard University Homecoming; Opening Convocation*, Cramton Auditorium, Washington, D.C.
- Director**, *A Liberating Prayer: A Love Song for Mumia*, Environmental Theatre Space, Washington, D.C.
- Project Administrator**, *5-Day Dance Intensive*, Howard University, Washington, D.C.
- Production Coordinator**, *Howard University 2003 Commencement*, Washington, D.C.
- Production Assistant**, *Choral Arts Society of Washington*, Concert Hall, The Kennedy Center, Washington, D.C.

PRODUCTION EXPERIENCE

- 2002** **Venue Manager**, *New Student Orientation*, Cramton Auditorium, Washington, D.C.
- Production Stage Manager**, *Debbie Allen's Pearl*, Terrace Theater, The Kennedy Center, Washington, D.C.
- Executive Producer**, *Mike Malone's Black Nativity*, Cramton Auditorium, Washington, D.C.
- Production Coordinator/Stage Manager**, *Choral Arts Society of Washington*, Concert Hall, The Kennedy Center, Washington, D.C.
- Production Manager**, *The Piano Lesson*, Ira Aldridge Theater; *Before It Hits Home*, Environmental Theatre Space; *SPUNK*, AFI Theater, ACTCo.; *Timbuktu!*, *Who's Afraid of Virginia Woolf?*, Ira Aldridge Theater; *The Vagina Monologues*, Environmental Theatre Space, Washington, D.C.
- Gala Coordinator**, *Swing With The Stars*, Alliance Theatre/Country Club of the South, Alliance Theatre Company, Atlanta, GA
- Project Administrator**, *5-Day Dance Intensive*, Howard University, Washington, D.C.
- Production/Stage Mgr./Transportation Coordinator**, *AmeriCartes: The Arts of Latin America*, Concert Hall, Millennium Stage, The Kennedy Center, Washington, D.C.
- Stage Manager**, *American College Theater Festival XXXIII*, *Irene Ryan Awards*, Terrace Theater, The Kennedy Center, Washington, D.C.
- Event Coordinator**, *Making the Connection: Professional Alum*, Howard University, Washington, D.C.
- 2001** **Production Manager**, *Buffalo Hair*, AFI Theater, ACTCo.; *2000 Voices*, Lincoln Memorial, The Kennedy Center, Washington, D.C.
- Production Assistant**, *The 15th Annual Olender Foundation Awards*, Terrace Theater, The Kennedy Center, Washington, D.C.
- Transportation Coordinator**, *12th Anniversary Benefit Concert for Mary's Center*, Warner Theatre, Washington, D.C.
- Technical Coordinator/Stage Manager**, *Dancing in the Millennium*, Millennium Stage, The Kennedy Center, Washington, D.C.
- Sound Consultant**, *Leaving the SummerLand*, DC Jewish Community Center, Washington, D.C.
- 2000** **Stage Manager**, *An Evening with Ray Romano*, Opera House, The Kennedy Center, Washington, D.C.
- Artistic Consultant**, *Hip Hop Theater Fest 2000*, AFI Theater, The Kennedy Center, Wash., DC; *Fo' My People Productions*, Washington, D.C.
- Artistic Consultant, Grant Writer/Developer**, *I'm Ready Productions*, Houston, TX
- Production Stage Manager**, *New Visions 2000: One Theater World*, Theater Lab, The Kennedy Center, Washington, D.C.
- Production Manager**, *Black Broadway*, *Romeo and Juliet*, Ira Aldridge Theater, Howard University and Hartke Theater, Catholic University, Washington, D.C.

PRODUCTION EXPERIENCE

- 2000** *Stage Manager*, *Harlem*, Theater Lab, The Kennedy Center; *Debbie Allen's Dreams*, Terrace Theater, The Kennedy Center; *Island: Arts from Ireland*, A Kennedy Center Festival, AFI Theater, The Kennedy Center, Washington, D.C.
- 1999** *Artistic Consultant*, *Inkle & Yarico*, Affinity Marketing International LLC, Ira Aldridge Theater, Washington, D.C.
- Stage Manager*, *Debbie Allen's Soul Possessed*, Eisenhower Theater, The Kennedy Center, Washington, D.C.
- Production Manager*, *Hieroglypic Grafitti*, *Iola's Letter*, *Rhyme Deferred*, *Bootleg Blues*, Environmental Theatre Space; *Flyin' West*, *The Shadow Box*, *Tambourines to Glory*, Ira Aldridge Theater, Washington, D.C.
- 1998** *Production Manager*, *Impassioned Embraces*, *Lady Day at Emerson's Bar and Grill*, *Blues for an Alabama Sky*, Environmental Theatre Space; *The House of Bernarda Alba*, *Purlie Victorious*, *Ain't Misbehavin'*, Ira Aldridge Theater, Washington, D.C.
- 1997** *Coordinator and Production Manager*, *Laughter and Reflection with Carol Burnett*, Alliance Theatre Company, Atlanta, GA
- 1996** *Coordinator and Production Manager*, *A Conversation with Gregory Peck*, Alliance Theatre Company, Atlanta, GA
- Venue Manager*, *Having Our Say*, National Black Arts Festival, Atlanta, GA
- 1994** *Stage Manager*, *Talking With...*, 14th Street Playhouse, Atlanta, GA; *Community Alliance of Stage & Theatre (CAST)*, Cultural Arts Center, Douglasville, GA
- 1993** *Stage Manager*, *Latino Theatre Lab*, Mark Taper Forum, Los Angeles, CA
- Production Stage Manager*, *Fate of a Cockroach*, University of California, Los Angeles, Los Angeles, CA
- 1992** *Production Stage Manager*, *Howard: The 1st 125 Years*, Cramton Auditorium, Washington, D.C.
- Stage Manager*, *Workshop with Phylicia Rashad and Clinton T. Davis*, Ira Aldridge Theater, Washington, D.C.
- 1991** *Production Manager*, *1991 Theatre Season*, Howard University, Washington, D.C.
- Stage Manager*, *To Be Young, Gifted and Black*, Environmental Theatre Space; *Lord, I'm Coming Home*, Cramton Auditorium, Washington, D.C.
- 1990** *Stage Manager*, *ACE*, Duke Ellington School of the Arts, Washington, D.C.
- Production Stage Manager*, *NADSA: Through the Years* National Association of Dramatic Speech Arts), John F. Kennedy Center for the Performing Arts, Washington, D.C.
- 1989** *Publicity Director*, *Ceremonies in Dark Old Men*, Ira Aldridge Theater, Washington, DC; *Life Is A Song*, Ira Aldridge Theater, Washington, D.C.
- Production/Tour Manager*, *A Soldier's Play*, National Association of Dramatic Speech Arts (NADSA), Miami, FL
- Stage Manager*, *A Soldier's Play*, Ira Aldridge Theater, Washington, D.C.

PRODUCTION EXPERIENCE

1988 **Stage Manager**, *The Colored Museum*, Environmental Theatre Space; *A Streetcar Named Desire*, Environmental Theatre Space, Washington, D.C.; *The Noonday Talent Showcase*, Howard University, Washington, D.C.

House Manager, *Voodoo*, Environmental Theatre Space, Washington, D.C.

Box Office Manager, *Center for Creative Youth*, Wesleyan Univ., Middletown, CT

1987 **Master Electrician**, *Agnes of God*, *Living Fat*, Ira Aldridge Theater, Washington, D.C.

COMPETITIVE GRANTS AND MAJOR PHILANTHROPIC GIFTS

2021 **Grant awarded by a Donor Advised Fund, MacKenzie Scott** for General Operating Support of The International Association of Blacks in Dance (\$3,000,000)

Grant awarded by The Andrew W. Mellon Foundation and Ford Foundation for Phase II of the Comprehensive Organizational Health Initiative, designed to strengthen the organizational health of small and mid-size arts institutions through comprehensive financial analysis and capacity building financial support. (\$4,538,500)

Grant awarded by Maryland State Arts Council for General Operating Support of The International Association of Blacks in Dance (\$22,502)

Grant awarded by the Harkness Foundation for Dance for General Operating Support of The International Association of Blacks in Dance (\$10,000)

2020 **Grants awarded by Doris Duke Charitable Foundation, Ford Foundation, Howard Gilman Foundation, Mertz Gilmore Foundation, National Endowment for the Arts** for the IABD Emergency Fund and General Operating Support. (\$250,000)

Grant awarded by National Endowment for the Arts for the 2021 EVOLVE, regional dance summit. (\$50,000)

Grant awarded by National Endowment for the Arts for the 2020 32nd Annual International Conference and Festival of Blacks in Dance. (\$40,000)

Grant awarded by the Council on Library and Information Resources for the establishment of the IABD Black Dance Archive project, "Preserving the Legacy of Black Dance in America." (\$53,000)

Grant awarded by the Arts and Humanities Council of Montgomery County for General Operating Support of The International Association of Blacks in Dance (\$85,000)

Grant awarded by Alternate Roots for General Operating Support of The International Association of Blacks in Dance (\$20,000)

Grant awarded by the Harkness Foundation for Dance for General Operating Support of The International Association of Blacks in Dance (\$5,000)

2019 **Grant awarded by Ford Foundation** for general operating support for The International Association of Blacks in Dance. (\$140,000)

Grant awarded by Lyrasis/Performing Arts Readiness for the Emergency Preparedness Circuit Rider and Business Continuity Plan. (\$70,250)

COMPETITIVE GRANTS AND MAJOR PHILANTHROPIC GIFTS

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| 2019 | Grant awarded by Pew Center for Arts & Heritage for General Operating Support of The International Association of Blacks in Dance (\$25,000) |
| 2018 | <p>Grant awarded by The Andrew W. Mellon Foundation for Phase I of the Comprehensive Organizational Health Initiative, designed to strengthen the organizational health of small and mid-size arts institutions through comprehensive financial analysis and capacity building financial support. (\$2,636,000.00)</p> <p>Grant awarded by the National Endowment for the Arts for the 31st Annual International Conference and Festival of Blacks in Dance taking place in Dayton, OH. (\$15,000)</p> |
| 2017 | <p>Grant awarded by The Andrew W. Mellon Foundation for the Comprehensive Organizational Health Initiative, Phase I, designed to strengthen the organizational health of small and mid-size arts institutions through comprehensive financial analysis and capacity building financial support (\$500,000.00)</p> <p>Grant awarded by the National Endowment for the Arts for the 29th Annual International Conference and Festival of Blacks in Dance in Dallas, TX. (\$15,000)</p> <p>Grant awarded by American Dance Institute for the 2nd Annual Women of Color Ballet Auditions in Denver, CO. (\$10,000)</p> |
| 2016 | <p>Grant awarded by the Doris Duke Charitable Foundation for the IABD Learning Magnet, co-presented with National Arts Strategies, a series of educational and leadership development experiences to strengthen the field of dance, specifically focused on Black Dance (\$85,000.00)</p> <p>Grant awarded by the National Endowment for the Arts for the 28th Annual International Conference and Festival of Blacks in Dance in Denver, CO. (\$10,000)</p> <p>Grant awarded by American Dance Institute for the 1st Annual Women of Color Ballet Auditions in Denver, CO. (\$10,000)</p> |
| 2014 | <p>Grant awarded by the Smithsonian Institution, National Museum of African Art for The Oman Project – Connecting the Gems of the Indian Ocean, to create the ballet “Hamdan: Through the Gate of Tears” (\$250,000.00)</p> <p>National Endowment for the Arts for the 27th Annual International Conference and Festival of Blacks in Dance in Dallas, TX. (\$10,000)</p> |
| 2013 | Personal philanthropic gift awarded by Reginald Van Lee to support the 2013-2014 Theatre and Dance Season for the Department of Theatre Arts (\$25,000.00) |
| 2012 | Personal philanthropic gift awarded by Reginald Van Lee to support the 2012-2013 Theatre and Dance Season for the Department of Theatre Arts (\$50,000.00) |
| 2011 | Personal philanthropic gift awarded by Reginald Van Lee to support the 2011-2012 Theatre and Dance Season for the Department of Theatre Arts (\$100,000.00) |
| 2010-2009 | Grant awarded by the Association of Performing Arts Presenters for the Creative Campus Innovations Grants Program planning grant entitled "Cross Disciplinary Study of the Diversity of African American Voice Through an Artistic Process" (\$7,000.00) |
| 2001-2000 | Grant awarded by the St. Paul Companies Foundation, Inc. for the Howard University/Alliance Theatre Company Internship program (\$25,000.00) |

COMPETITIVE GRANTS AND MAJOR PHILANTHROPIC GIFTS

- 2000-2001** **Grant awarded by the Howard University Faculty Research Grant Program** for the development of the "Fine Arts Walk of Fame" (\$10,000.00)
- 2000-1999** **Grant awarded by the St. Paul Companies Foundation, Inc.** for the Howard University/Alliance Theatre Company Internship program (\$25,000.00)
- 2000-1999** **Grant awarded by the Fund for Academic Excellence** for the "Professional Spotlight Series" at Howard University (\$5,000.00).
- 1999-1998** **Grant awarded by the St. Paul Companies Foundation, Inc.** for the Howard University/Alliance Theatre Company Internship program (\$35,000.00)
- Grant awarded by the Fund for Academic Excellence** for the Howard University Repertory Touring Company (\$5,000.00)

AWARDS, HONORS AND RECOGNITION

- 2021** **Project1Voice Honors**, Outstanding Service in the Arts, New York, NY
- 2020** **Community Ambassador Award**, Dayton Convention and Business Bureau, Dayton, OH
- 2019** **Cultural Advancement Award**, Arts For Our Children, Wash., D.C.
- 2016** **Outstanding Contributions to an Inclusive Community**, American University, Wash., D.C.
- 2015** **Best Documentary**, "Hamdan (Back Stage)", San Diego Black Film Festival, San Diego, CA
- 2011, '10, '09, '08** **Appreciation Award**, Howard University Homecoming Steering Committee, Wash., D.C.
- 2007** **Staff Impact Award**, Phi Beta Sigma Fraternity, Howard University Chapter, Wash., D.C.
- 2005** **Certificate of Appreciation**, State Farm Insurance Company, Wash., D.C
- 2000** **Howard Players "Impact" Award**, Howard Players, Department of Theatre Arts, Wash., D.C
- 2000** **Certificate of Appreciation**, Executive Office of the President of the United States, Wash., D.C
- 1999-98** **Distinguished Alumni Award**, Howard University, Department of Theatre Arts, Wash., D.C
- 1998** **Nominated for an Excellence Award** by the Howard University Student Association, Wash., D.C

STUDENT AWARDS AND FELLOWSHIPS

- 1994-93** **Chancellor's Graduate Opportunity Fellowship** from the University of California, Los Angeles for Graduate study in Theatre
- 1993** **National Endowment for the Arts, Arts Corps Project Grant** to write, produce, market and direct a play in Port Gibson, Mississippi for six weeks
- 1993-92** **Graduate Opportunity Fellowship** from the University of California, Los Angeles for Graduate study in Theatre
- 1992** **Chairman's Award**, Howard University, Wash., D.C
- Outstanding Senior**, Howard University, Wash., D.C

STUDENT AWARDS AND FELLOWSHIPS

| | |
|---------------------------------|---|
| 1992, '91 | <i>All-American Scholar Award</i> , Howard University, Wash., D.C |
| 1992, '90, '89, '88, '87 | <i>Dean's Honor Roll</i> , Howard University, Wash., D.C |
| 1991 | <i>Outstanding Development in Theatre Arts</i> , Howard University, Wash., D.C |
| 1989 | <i>Golden Key Honor Society</i> , Howard University Chapter, Wash., D.C |
| 1988 | <i>Outstanding Sophomore</i> , Howard University, Wash., D.C. |
| 1988, '87 | <i>Outstanding Academic Achievement</i> , Howard University, Wash., D.C. |
| 1987 | <i>Outstanding Freshman</i> , Howard University, Wash., D.C |

INTERNSHIPS

Arts Administration

Mark Taper Forum, Los Angeles, CA / 1993 – 1992

Assisted the Staff Producer for the Young Audiences Program. Provided administrative support, developed mailing list of area high schools, scheduled open rehearsals for schools attending the curriculum production during the theatrical season.

Technical Theatre

Harrah's Marina Hotel Casino, Atlantic City, NJ / 1990

Worked as a Stagehand for the theater. Many duties included striking a show, running a Xenon follow spot, repairing lighting equipment, sound equipment set-up for the Atrium and preparatory measures for shows in the theaters of the casino.

Marketing

John F. Kennedy Center for the Performing Arts, Washington, DC / 1989

Responsible for the distribution of The Kennedy Center newspaper to various departments, box offices and subscribed mailings every two months. Worked closely with the Assistant to the Director of Sales and Marketing. Processed the Weekly Sales Summaries and Daily Percentage Capacity Report for Sales. Also compiled mailing lists for area schools and universities.

HIGHLIGHTS AND QUALIFICATIONS

- Internet, Web Design and Webmaster, HTML (Dreamweaver, Wordpress, Customizer)
- Microsoft Office Suite, Microsoft Word, Access, Excel, Power Point, Power Point, Word
- Adobe Suite, Acrobat Pro, Fireworks, Photoshop
- Quicken, QuickBooks
- Navigator Composer, Data Entry, Calendar programs
- Acting, Dancing, Music, Singing, and Visual Arts

CURRENT MEMBERSHIPS AND PROFESSIONAL AFFILIATIONS

Actors Equity Association

Current Member (1997 – present)

www.actorsequity.org

Arts and Humanities Council of Montgomery County Maryland

Board of Directors Member (2018 – 2020)

www.creativemoco.com

Dance/USA

Board of Trustees Member (2015 – 2020)

www.danceusa.org

Friends of Theatre and Dance at Howard University

President/Founder/Board of Directors Current Member (2015 – present)

www.fotdhu.com

Performing Arts Alliance

Vice Chair/Board of Directors Member (2020 – present)

www.performingartsalliance.org

Theatre Communications Group (TCG)

Current Member

www.tcg.org/home

Women of Color in the Arts (WOCA)

Current Member

www.womenofcolorinthearts.org