

Matt C. Smith
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Professional Summary: Accomplished music educator, program developer, and managing director with extensive experience in curriculum development, personalized instruction, and business management. Over a decade of teaching and performance experience, including curriculum design for diverse student needs and skill levels. Skilled in creating innovative programs, such as rhythm and theory courses for dancers and leadership training for youth, with a track record of adapting content to special populations, enhancing engagement and retention.

Performance

- Carnival Cruise Lines: Show band drummer, dixieland band, jazz combo
Featured Artists - John Davidson, Charro, Billy Armstrong, Denny Brunk
- Pit Drummer - Gypsy, Godspell, Joseph and the Amazing Technicolor Dream Coat, Jesus Christ Superstar, Peter Pan, Oklahoma, 9 to 5, Hunchback of Notre Dame, Little Shop of Horrors, High School Musical
- Walt Disney World: Hollywood Hit Men, Tarzan, Millennium Parade
- Spirit of Boston Harbor Cruise: Dance band
- Other Bands - Ska/Reggae, Gospel, Rock, Jazz
- Drummer - Jill Mallory School of Dance, Modern & Tap
- Drumming & Dance Workshops - with Modern dance teacher Joanne Barrett
- Drummer - Zumba events

Teaching

ASM Music schools (2009-2014)

- Taught approximately 30 students per week. Responsible for developing a curriculum specific to each student based on skills, personality, and desired outcomes.

Miami Performing Arts Studio - Managing Director/Instructor(2016-2018)

- Created and implemented a rhythm & theory program for dancers. This multi-level course was designed to bridge the gap in understanding and application of rhythm and movement as applied to dancers and singers with an added music theory component. This was my solution to the recognized issues of performers connecting the music to the dance. This class helped multiple students pass their college entrance auditions by giving them the skills needed for quick assimilation and retention of choreography.

Playtime Drums - Program Facilitator (2009-2014)

- Established relationships with assisted living facilities, schools (elementary, middle), and local community groups, including special populations, and developed and presented customized programs for each group. I presented to group sizes between 5 and 300 participants.
- Created a leadership training program consisting of a 4-week curriculum with the ability to be condensed into modular short programs. Presented the 4-week leadership training program to an after school group of at-risk middle school students. The highlight was having a deaf boy conduct the group.
- Invited to present my leadership training workshop for the National Achievers Society hosted at Florida International University.
- Created a 4-week personal development program and presented at a local Curves gym in Miami, FL. Due to its success the program was expanded to 8 weeks and was repeated with additional groups.
- Collaborated with a dancer to develop and present a rhythm-based movement class to a group of people suffering from Parkinson's Disease to help them regain movement.

Technical Skills

- Responsible for selecting, purchasing, installing, and operating the sound system for an outdoor event the Miami Performing Arts Studio presented at Christmas time at a local shopping mall.
- Installed the floating dance floor in the Miami Performing Arts Studio. This saved us thousands of dollars in labor costs.
- Responsible for live sound playback while simultaneously announcing acts for multiple dance competitions. These typically had 200-250 acts over 10 hours. Radio communication with the stage manager was also ongoing with regular last second changes to the scheduled order of acts.
- Responsible for live sound mixing of up to 5 singers/dancers with recorded sweetener tracks while playing drums for production shows on a harbor boat cruise line.

Business Management & Operations

Miami Performing Arts Studio - Managing Director (2016-2018)

- Through long-term overview planning and effective resource allocation, I was able to increase revenue by 17% year over year.
- Increased enrollment by 250% in 2 years by incorporating community outreach efforts and building relationships with local school systems.
- Developed marketing strategies that were implemented through the use of outside vendors. By outsourcing the development of the marketing materials, including website design and social media postings, I was able to stay within budget constraints while freeing myself up for hands on management and development projects.
- Coordinated the schedules for both students and teachers. This included the flexibility to respond to last minute emergency changes. This was an integral part of enrollment increases and student retention.
- Through the use of Quickbooks, the bookkeeping was kept up to date and accurate which allowed for reduced CPA expenses.
- Ability to source, interview, negotiate, and hire the best talent to fill needed specialized positions to deliver the highest quality instruction for our students. This allowed our school to become known for the highest level training available in the area.
- Developed & enforced policies and guidelines to reduce monthly sales losses due to late payments and student attrition. This contributed to increased sales revenue year over year.

Technology Skills

Word • Excel • Powerpoint • Acrobat • OneNote • Outlook • Mac OS • Adobe Creative Suite • Zoom • CRM
HTML • CSS • Access • Publisher • Estimating Software • Quickbooks

Education

Berklee College of Music, Bachelor of Music, Professional Music, Boston, MA, 1993
Hesser College, Associate of Business Science, Graphic Design, Manchester, NH, 2007