

Jenna Barbowski

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<https://jennabarbowskiportfolio.com/>

EDUCATION

Temple University
Klein College of Media
and Communication
Philadelphia, PA

**B.A. in Audio & Live
Entertainment**

*Minor: Event & Entertainment
Management*

Certificates:

*Music Technology, Inclusive
Event Planning & Design,
Social Media Marketing*

**Klein Global Internship
Program Summer 2025**
Barcelona, Spain

COURSEWORK

- Artist/Entertainment Management
- Event Operations/ Revenues/ Management
- Marketing Music and Social Media
- Communication in Media Organizations/ Intercultural Communication
- The Recording Industry & Music Business

SKILLS

- Adobe Suite
- Capcut
- Canva
- Cvent
- File Management
- Google Workspace
- GoDaddy
- Hubspot
- Microsoft Suite
- Spark.ai
- Pro Tools & Logic Pro
- Wix Website Builder

EXPERIENCE

Social Media Intern – Not Dead Yet Media

Remote NYC, NY | May 2026 – Present

- Collaborate remotely with the media team to develop visual concepts, content ideas, and promotional materials for digital storytelling and audience engagement.
- Produce visually compelling Instagram content and social media graphics, ensuring all mockups reflect brand identity

Live Events Manager – Bell Tower Music Record Label

Philadelphia, PA | Jan 2025 – Dec 2025

- Booked and showcased 10+ artists across 3 shows, including acts with 25K+ monthly Spotify listeners & managing profitable events and artist needs.
- Managed a team of marketers and approved plans that boosted attendance and increased label awareness.
- Review demos, provide input on artist selection for A&R, engineer in studio & live sessions, and support the signing and development of new talent.
- Coordinate load-in/load-out for events, studio time and sound checks; set up microphones, instruments, and monitors/PAs while maintaining set times and venue policies

Event Coordinator Intern – Barcelona Festival of Song

Barcelona, Spain | Summer 2025

- Coordinated media release contracts, tracked flights, hotels and individual artist set lists using excel for 12 different artists
- Created schedules for a 10 day festival, outlining daily tasks & responsibilities
- Communicated with international artists & spanish speaking venue/production managers
- Recorded live audio and managed files for archives
- Supported scheduling, promotion, and content creation for social media posts
- Took initiative & adapted quickly in fast-paced, high pressure live event environments

Event Staff – Philadelphia Eagles, Oak View Group, Comcast Spectacor

*Lincoln Financial Field, Liacouras Center, XFINITY Mobile Arena
Nov 2024 – May 2026*

- Assist with tour merchandise setup, sales transactions, and inventory tracking during stadium load-ins for artists including SZA, Kendrick Lamar, and George Strait
- Work alongside operations teams to monitor crowd flow, uphold venue policies, and resolve guest concerns in real time
- Provide arena based customer service, ticketing assistance, and crisis management for events ranging in 2,000–65,000 attendees