

JEFFREY A. MAXIE

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Links

- www.jalanmaxie.com
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Professional Summary

Vision-driven musician with career-long record of musical/artistic direction, leadership/training and administration for religious and performing arts organizations. Exceptionally dedicated professional with keen interpersonal, communication, and organizational skills. Demonstrated skills in improving the quality of performance from both musicians, vocalists, dancers and actors. Experienced in live performances and excels playing piano, synth and organ across multiple genres. Performance leader skilled at selecting and arranging musical pieces for regular, holiday and special event performances. Knowledgeable Music Director with 20+ years of experience and exceptional leadership, planning and relationship-building skills. Talented Director with 20 years of experience. Highly effective and comfortable working with people at all organizational levels.

Skills

- Musical/Artistic Direction
- Producing/Arranging
- Composing/Songwriting
- Microsoft Office Suite
- Adobe Suite
- Mixing/Engineering
- Ableton Live and Logic Pro
- Project Management
- Recruiting
- Staff Development
- Administration
- Marketing and Advertising
- Social Media Management

Work Summary

PARTNER/DIRECTOR

01/2016 to Current

JAMAJOJO MUSIC

- Work with artist developing unique sound and promotional materials.
- Write and produce various genres of music.
- Provide recording, mixing and musical direction services.
- Arrange music for special productions.

- Develop project budgets and managed production costs.
- Develop schedules for production, editing and duplication for timely delivery.

DIRECTOR of MUSIC

01/2003 to 12/2020

CORNERSTONE CHURCH – TOLEDO, OH

- Music Director for 7 campuses across 4 states.
- Train individuals within a multicultural environment on different genres of music.
- Lead a team of 100+ people in music, dance, and sound in multiple locations.
- Music Administration work including copyright admin, licensing and production schedules
- Work with Artist on songwriting, publishing, production and marketing
- Audio/Recording engineer for projects as well as Video Production and conception.
- Perform audio mixing, songwriting, keyboard playing, producing, and musical direction.
- Oversees recruitment and training of team members.

SALES REPRESENTATIVE

02/2001 to 03/2002

LAKESHORE PROMOTIONS – Maumee, OH

- Fostered relationships with customers using account management skills to bolster future sales opportunities.
- Liaised between parties to coordinate schedules, payments and allocations while managing customer accounts.
- Generated and followed up on lead lists resulting from specific marketing campaigns.

DISTRICT MANAGER

01/1998 to 10/2000

LEATHER LIMITED – TOLEDO, OH

- Oversaw 17 stores across 4 states; guided performance in meeting sales goals and maintaining store appearance.
- Created and executed corporate-sent floor plans for each store.
- Enforced ongoing management and full-time staff training standards.
- Responsible for recruitment and hiring all management staff.
- Developed recruiting and visual systems.

MANAGER

08/1996 to 01/1998

GAP INC – NEW YORK, NY

- Supervised a \$10 million location in Manhattan, NY ranked as number 4 in total volume in the greater NYC area and number 12 in the US.
- Reduced overall shrink from 6.3% overall loss to 2.1% in first 6 months of employment.
- Oversaw a staff of 75 to 150 depending on the season.

DISTRICT MANAGER

05/1993 to 08/1996

LEATHER LIMITED – Cincinnati, OH

- Revitalized operations and realigned plans to better capture new opportunities and take advantage of changes in customer habits.
- Optimized in-store merchandising, brand presentation and inventory availability and focus.
- Led targeted training programs to educate staff on product benefits and service capabilities.
- Improved operational standards, personnel moves, and merchandising strategies.

STAFF ACCOMPANIST

01/1986 to 01/1991

WRIGHT STATE UNIVERSITY – FAIRBORN, OH

- Accompanist for Student Voice Recitals and Theatre Program.
- Responsible for the musical direction of many student productions.
- Played in the pit for many Festival Playhouse Musicals.

Education

Bachelor of Arts: Organizational Communication

06/1991

Wright State University - Dayton, OH

Minor in Vocal Performance

Affiliations

Toledo Jazz Orchestra Board of Directors

Operation Surprise Attack Board of Directors

Guild of Music Supervisors

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