

Jesse Arnst

jessearnst@gmail.com | <https://jessearnst.com/>



02 EMPLOYMENT HISTORY

- Sept. 2023- Current ***School at Peridance Administrative Assistant***
New York, New York Maintaining class attendances, costume preparations and measurements, and assisting the Director as needed.
- July 2023- Current ***Administrative Associate at Buglisi Dance Theatre***
New York, New York Assisted in the production of the 2023 Table of Silence Project performed at Lincoln Center- Communicated and coordinated with Lincoln Center Production team, 150 dancers, musicians, schools, and companies, maintained detailed organization of schedules and participants, and social media marketing.
Assisted in the 2024 Chelsea Factory Season- Created tech, rehearsal, and production schedules, facilitated and maintained detailed communication with Chelsea Factory staff, BDT dancers, collaborators, and managed volunteers and wardrobe staff.
- July 2023- Current ***Administrative Associate at Dancewave***
Brooklyn, New York Assisting the execution of the 2023 and 2024 Dancewave Through College and Beyond (DTCB); communicating with students and their families and organization of events.
- May 2022 — July 2022 ***Administrative Assistant at Nuova Officina Della Danza***
Torino, Italy Assisted organizing the summer term of paperwork, signing in and out dancers, communicating and aiding in the needs of workshop teachers. Advised visa applications.
- Apr 2020 — Aug 2021 ***Administrative Assistant at Doug Varone and Dancers***
New York, New York Organized and alphabetized donors, reviewing and processing grants, archiving video and implementing an organizational system. Detailed tracking of merchandise and labelling.
- Aug 2018 — May 2020 ***Dresser with George Mason University Center for the Arts***
Virginia, USA Backstage maintenance of costumes, steaming, ironing, washing, occasional patchworking when needed. Assisted in quick changes. Worked on operas, dance, and theater shows.
- Aug 2017 — May 2020 ***Costume Shop Assistant at George Mason University School***
Virginia, USA Assisted with the creation and drafting of costumes for the various performances at the School of Dance. Organizing appointments and conducting personal fittings.

03 EDUCATION

- Aug 2021 - June 2022 ***Nuova Officina Della Danza***
Torino, Italy Certificate of Completion
This certificate program of dance provided weekly masterclasses with top professionals in the field of contemporary dance
- .Aug 2016 - May 2020 ***George Mason University***
Virginia, USA Bachelor of Fine Arts in Dance, graduated with honors
Completed Arts Administration and Teaching Methods for Dance courses.

04 REFERENCES

- Kelly Voelpel School at Peridance Director, kelly@peridance.com

05 SPECIAL SKILLS

- Teaching experience; has taught childrens, teens, and adult classes. Ballet, contemporary floorwork, guided improvisation, and choreography