EMILY R. FIELDS

Cleveland, OH | (440) 715-5166 | emily@emilyrfields.com | www.emilyrfields.com/graphic-design

SUMMARY:

Graphic design student with a record of academic and extracurricular success seeking an internship to gain professional experience. Highly motivated and energetic, excellent leadership abilities, and outstanding interpersonal communicative skills. Recognized as detail-oriented, very organized, and effective in working independently.

EDUCATION:

Kent State University, BFA in Visual Communication Design, 2018 – 2022 (Expected Graduation Date)

* 3.2 Cumulative GPA, Dean’s List.

EMPLOYMENT

DANCE INSTRUCTOR – Candance Academy (Mantua, OH), 11/2019 – Present

* Provided instruction, helped manage the classroom environment, and promoted student learning. Teaching various dance styles, techniques, and choreography, as well as editing music.
* Substitute instruction for both group classes and private lessons in the absence of the regular classroom instructor.
* Due to COVID-19, developing tactics to practice, teach, and implement safe practices to effectively teach students including virtual dance classes on Zoom when studios were not permitted to be open.

ASSISTANT PROGRAM DIRECTOR – Patti Schaefer Performing Arts (Alliance, OH), 9/2016 – 6/2019

* Assisted in all aspects of the program including acting, singing, dancing, staging, and costuming. Cast/assigned roles, adapted the material to meet students’ needs and abilities, assisted and directed musical rehearsals for public performances. As well as provided administrative and organizational support.
* Taught various dance styles, techniques, and choreography for performance productions. Edited music for production numbers.

VOLUNTEER WORK

SENIOR COUNSELOR – Broadway Buddies (Orange, OH), 6/2014 – 3/2020 (interrupted due to COVID-19)

* Helped provide performance opportunities for students (aka “STARS”) with Down syndrome or on the autism spectrum. Promoted inclusivity and embraced diversity in a safe and encouraging environment.
* Helped address and adapt to various learning and communication styles with guidance from the licensed staff.
* Assisted with all of the activities and staging scheduled for each rehearsal and performance. Supervised all recreational times.

AWARDS & HONORS

* PRESIDENT’S VOLUNTEER SERVICE AWARD – a civil award bestowed by President Obama in 2016.

SKILLS

* Adobe Creative Suite, Microsoft Office Suite
* Web Development and Social Media Management: Facebook, Twitter, Instagram, TikTok
* Leadership, Organization, Strong work ethic.