



JEF

JAYLA E. FELDER

MULTIDISCIPLINARY ARTIST | [HTTPS://JAYLAEFELDER.WEEBLY.COM/](https://jaylafelder.weebly.com/)
301-848-3753 | JAYLAFELDER@ICLOUD.COM

SUMMARY

A multidisciplinary artist with 10+ years of experience and training in theatre with a concentration in acting. Along with 5+ years of experience in operations and programming within the non-profit sector. Active, exhibiting artist who exudes a passion for Theatre Business Administration and Fine Arts. Recent graduate of The New School University, with a Bachelor of Fine Arts. Currently pursuing a Master's in Fine Arts.

SKILLS

Project Management
Collaborative Team Building
Customer Service
Public Relations
MS Office Suite
Communications
Program Development
Complex Problem Solving
Vendor and Partner Relations

EXPERIENCE

SPECIAL PROJECTS MANAGER • VOICES FOR A SECOND CHANCE • MAY 2017-CURRENT

- Implemented new programming, policies, and procedures to restructure and design more compatible client service practices.
- Prepared and submitted grant narratives and overviews of special project initiatives.
- Managed and processed over 100+ applications, monthly for client services.
- Developed and utilized strategic planning methods to enhance client programming and special projects.

Arts Administration Intern • The Theatre Lab • September 2019-Jan 2020

- Curated marketing materials for upcoming programs and classes
- Supported the planning and execution of fundraising – 2019 Cabaret Benefit
- Facilitated and managed incoming and outgoing calls.

Ally Theatre Company • Stage Manager • Dhana and the Rosebuds October 2019-November 2019

- Completed and managed rehearsal reports, daily call sheets, and performance report day materials for cast and crew.
- Coordinated with production staff regarding props, sound, lighting, and the set for the show.
- Collaborated with the Director to create a unique list of cues to communicate with theatre technical staff for performance and tech dates.

Ally Theatre Company • Summer Intern • June 2019-August 2019

- Collaborated with event planning staff committee to complete Fundraising tasks for 2019 Ally Theatre Company Gala Fundraiser
- Designed social media marketing materials and tools for performance promotions

EDUCATION

BACHELOR OF FINE ARTS(BFA) • AUG 2018-MAY 2022 • THE NEW SCHOOL UNIVERSITY

- 3.9 cumulative
- Co-facilitator of the BIPOC Collective (2020-2022), a support group and brave space for BIPOC students within the Drama Department to express grievances, identify support, and create opportunities and programs in the interest of students of color.
- Co-facilitator of the Feminine Experience collective (2020-2022), a support group for women identifying students and allies who are seeking a safe space for peers to create community and support & establish efforts in creating more spaces for womxn within the Drama Department.

HIGH SCHOOL DIPLOMA • AUG 2015-MAY 2018 • SUITLAND HIGH SCHOOL FOR PERFORMING ARTS

- 3.4 Cumulative GPA
- Theatre Major in the Performing Arts Program
- A Midsummer Night's Dream, Ayesis Clay
- A Raisin in the Sun, Ruth Younger, Directed by Peter Spencer
- Othello, Desdemona, Peter Spencer
- Flyin' West, Fannie Mae, Ayesis Clay
- Recommended for and selected to The Honors Theatre Program in Prince George's County
- Received the Suitland High School Theatre Department Award (2018)

VOLUNTEER EXPERIENCE OR LEADERSHIP

Selected and performed at the Kennedy Center, "Page to Stage." A staged reading of "Sins of the Father" by Kelly Renee Armstrong (2019)

