

PROFESSIONAL EXPERIENCE

October 2019 – Present

 **رواق الفن
ARTGALLERY**

NYUAD Art Gallery, Abu Dhabi, UAE

Community Engagement and Marketing Officer

- Ideation and execution of programs and events (in collaboration with curatorial and education departments)
- Overseeing 18+ Student Assistants and developing a robust learning program
- Build and nurture relationships with internal and external stakeholders to enable long-term collaborations and exchange of ideas
- Content creation and management for marketing and public relations efforts

April 2019 – October 2019

 **رواق الفن
ARTGALLERY**

NYUAD Art Gallery, Abu Dhabi, UAE

Administrative Coordinator

- Providing general high level administrative support to the Executive Director
- Producing events and programs to increase footfall and awareness of the Gallery's work
- Managing social media accounts and ensuring the production of all necessary content
- Support in the creation of strategic documents such as monthly reports and annual reports
- Project managing various advertisement placements and relationships

December 2018 – April 2019

 **رواق الفن
ARTGALLERY**

NYUAD Art Gallery, Abu Dhabi, UAE

Administrative Assistant

- Provided general high level administrative support to the Executive Director
- Performed administrative duties, such as maintaining the Gallery's VIP and general mailing list, and general email account
- Helped arrange special events as per artist's requests

September 2018 – December 2018

 **eWavelength**

eWavelength Marketing Consultants, Abu Dhabi, UAE

Marketing Consultant

- Worked with a variety of clients to increase brand awareness and drive sales
- Designed relevant, original, high-quality newsletters for clients
- Wrote copy for blogs and social media posts
- Maintained and updated clients' websites
- Online community management through direct channels and supporting software

January 2018 – May 2018

 **مركز الفنون
THE ARTS
CENTER**

The Arts Center, NYUAD, Abu Dhabi, UAE

Producing Intern

- Worked closely with the Senior Producers to help execute The Arts Center's season
- Made arrangements for artists based on their individual needs
- Executed general administrative functions, such as receipt reconciliation and preparing welcome packets for guests
- Supported the Senior Producers in maintaining a fruitful and stable relationship with the artists during their residency

LEADERSHIP & COMMUNITY INVOLVEMENT

January 2018 – February 2018

 **جامعة نيويورك أبوظبي
NYU ABU DHABI**

New York University Abu Dhabi, Abu Dhabi, UAE

Teaching Assistant

- Assisted Prof. Debra Levine for her J-Term course called "How Movement Makes Meaning" comprised of 15 students
- Curated and compiled online Tome Book with contributions from the students
- Assisted in evaluation of student progress and curriculum development

EDUCATION

August 2014 – May 2018

New York University Abu Dhabi, Abu Dhabi, UAE

BA in Music and BA in Theater (GPA 3.928)

September – December 2016

New York University, New York City, US

(Tisch School of the Arts: "The Classical Studio"; NYU Steinhardt)

January – May 2017

New York University Berlin, Berlin, Germany

(Tisch Special Program: "Stanislavsky, Brecht & Beyond")

SKILLS

Languages: German (Native), English (Fluent), French (Level B2)

PC-Knowledge: Adobe (Photoshop, InDesign, Illustrator), Microsoft Office (Word, Excel, Power Point), Sound Design, Music Processing, HTML & CSS