**ERIC B. OLMSCHEID**

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612.805.4109

SUMMARY OF QUALIFICATIONS

* Committed performing arts administrator with a standard for high-quality experience for all audiences
* Demonstrated ability to envision and create diverse performing arts experiences
* Development and management of comprehensive arts education programs, with emphasis on accessibility and diverse populations
* Knowledge of and experience in national and international performing arts booking and presenting
* Qualified manager with experience in hiring, evaluating, and coaching team and teaching artists
* Proficient facilitator of reflective protocol tools of evaluation - critical response and descriptive review
* Professional oral and written communication skills, emphasis on presenting and training facilitation
* Finance, creating and monitoring department budgets
* Innovative critical thinker and problem solver with passion for the arts and education
* Engaged member of the arts and civic community

PROFESSIONAL EXPERIENCE

Des Moines Performing Arts, Des Moines, IA Sept. 2008 to present

**Director of Programming & Education,** March 2011 to present

* Oversee programming of Des Moines Performing Arts presented events and attractions
* Collaborated to develop four new performing arts series: Dance Series, Family Series, Lunch Unplugged, Live at the Temple
* Develop strategic directions and long-term plans for education initiatives; serve more than 65,000 each season through the program.
* Concepted and collaborated to launch the Iowa High School Musical Theater Awards
* Serve on The Broadway League Education & Community Engagement Committee, Member of the national forum/conference planning committee
* Member of APAP, IPAY, Iowa Presenters Network, Plains Presenters Network

**Education Manager**, Sept. 2008 to March 2011

* Oversaw K-12 Education and Community Engagement programs
* Developed strategic directions for program growth
* Curated the FAMILY SERIES and APPLAUSE SERIES (school matinee performances)
* Established program evaluations and benchmarks

Ordway Center for the Performing Arts, Saint Paul, MN Sept. 2004 to Sept. 2008

**Community Engagement Coordinator**, Aug. 2006 to Sept. 2008

* Managed community engagement and outreach initiatives, including pre and post performance events, master classes, workshops, residency programs, organizational partnerships, and special projects
* Developed and implemented programs that connect with on stage presentations, with a strong commitment to accessibility and diverse community participation
* Hired, supervised, and evaluated teaching artists for workshops and residency programs
* Marketed arts education programs to targeted audiences
* Served as the staff liaison to the Cultural Advisory Council, a volunteer community advisory board
* Oversaw external department communications, including education related publications and website
* Fostered and strengthened organizational partnerships with community arts and cultural institutions

**Education and Development Associate**,July 2005 to July 2006

* Managed all internal and external department communication, messaging, and distribution
* Conceptualized and implemented monthly e-newsletter: sent to partners and primary constituents
* Co-managed Festival fundraising initiatives during development department transition, successfully achieving the goal of $475,000.
* Monitored department budgets and timelines

**Festival Assistant**,Sept. 2004 to July 2005

* Project managed the 2005 Flint Hills International Children’s Festival, attendance of 33,000+
* Negotiated and contracted more than twenty-five local performance groups
* Served as primary liaison for twenty-three partnering arts and cultural organizations
* Recruited and managed more than 500 volunteers, totaling more than 3,700 hours
* Negotiated and managed relationships with Festival vendors
* Assisted in company management for the visiting international companies

Birmingham Hippodrome Theatre, Birmingham, England Sept. 2003 to May 2004

**Customer Service Associate**

* Worked front of house operations in an historic English multi-venue theatre
* Assisted Hippodrome management in fulfilling hospitality needs for visiting performers

Walt Disney World, Inc., Orlando, FLMay 2001 to Sept. 2003

**Disney College Program Recruiting Representative**,Jan. 2002 to Sept. 2003

* Promoted and organized site visits for program recruiters
* Negotiated with UMD leadership to accredit the College Program, resulting in a new university policy

**Vacation Planner**,May 2001 to Jan. 2002

* Planned comprehensive Walt Disney World Resort vacations
* Provided extensive information of all activities within the Walt Disney World Resort
* Managed large quantities of cash daily.

VOLUNTEER AND COMMUNITY EXPERIENCES

* Des Moines Gay Men’s Chorus, Singing Member (2009-present) & Board President (2012-present)
* Capital Crossroads Cultural Capital Committee Member & Subcommittee Co-Chair, 2013-present
* New Leaders Council – Des Moines, Founding Member of Leadership Team, 2010-2013
* Paws & Effect, volunteer “puppy raiser” for service dog program, 2009-2011
* Iowa Presenters Network, current member, former vice chair 2010-2013
* 2009 Cultural Caucus Delegate, State of Iowa
* Secretary, Twin Cities Gay Men’s Chorus Board of Directors
* Cantor, Basilica of Saint Mary, Minneapolis
* Precinct Chair, neighborhood political party caucus
* Fundraising event manager and consultant, Young Artists Initiative
* Speech/forensics coach and judge, Academy of Holy Angels and Duluth Denfeld High School
* Steering committee member, grand opening celebration of the Paul and Sheila Wellstone Center for Community Building, Saint Paul, MN, Spring 2006.
* Coordinated University Singers tour to Costa Rica, University of Minnesota Duluth, January 2003
* Produced inaugural fundraising Vocal Jazz Cabaret, UMD Department of Music, Spring 2001

EDUCATION

**Master of Arts**, Arts and Cultural Administration, May 2007

Saint Mary’s University of Minnesota; Minneapolis, MN

**Bachelor of Arts**, Vocal Music; International Studies, minor, May 2004

University of Minnesota Duluth; Duluth, MN

University of Birmingham, Birmingham, England, Sept. 2003-May 2004

Study in England Program, University of Minnesota Duluth

COMPUTER AND OTHER SKILLS

* Advanced computer skills, Microsoft Office Package, Publisher, PageMaker, OSX, AudienceView
* Working knowledge of MLA and APA writing styles
* Experienced author and designer of electronic presentations
* Basic graphic design experience

REFERENCES AVAILABLE UPON REQUEST