

Caroline Walshe

Email: liney1220@gmail.com

Education:

Bachelor of Fine Arts in Dance, Florida State University
Minor in Hospitality Management

May 2024
December 2023

Work Experience:

Intern for Nel Shelby Productions

January 2024-April 2024

- Create social clips using Premiere Pro for NSP's Instagram.
- Organize archives, hard drives, and formatting on Google Sheets.
- Help load in/out for shoots, shadow/PA, take BTS footage for social media.
- Pull footage for monthly recaps on social media.

Teaching Assistant for Movement Analysis taught by Tim Glenn

August 2023-December 2023

- Take attendance, send emails, and keep up with Zoom recordings for students outside of class.
- Film and edit movement studies performed throughout the semester.
- Grade quizzes with the course professor.

Matching Coordinator, Kappa Kappa Gamma Sorority

August 2023

- Created a Google Drive with PowerPoint and Google Sheets to be used by my team of 25 women.
- Oversaw the 25 women on my team as they matched potential new members with current members of our chapter based on similarities to talk to during Formal Sorority Recruitment.
- Monitored and adjusted throughout the week of Formal Recruitment based on what the Primary Recruitment Director needed.

Logistics Coordinator, Kappa Kappa Gamma Sorority

August 2022

- Used Google Sheets from our chapter's matching team to organize our 80 recruiters in a specific order based on similarities to speak with the potential new members.
- Organized recruitment effort under the supervision of our Primary Recruitment Director to identify potential new members.

Usher & Volunteer for School of Dance

September 2021-December 2023

- Welcomed people into the building for performances and events put on by the program and answered any questions they had.
- Lead groups around the building and class monitoring for the Young Dancers Workshop
- Sound checked and monitored music for incoming student auditions.

Dance Teacher

August 2017-July 2023

- Taught ballet, jazz, modern, and contemporary to ages three to seventeen.
- Communicated with patients and understanding with students as well as their parents.
- Created a loving and welcoming environment for each class to instill my love of dance in every student I have ever taught.

Skills:

Proficient in Microsoft Office, Final Cut Pro, Logic Pro, Google Suites, Asana, Premiere Pro, Communication, Multi-Tasking, Quick Learner, Task Driven, Good Energy

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