

# Krista DeNio

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257 A Brooklyn Ave, Brooklyn NY 11213

## ADMINISTRATIVE EXPERIENCE

2007-08

Current

**Consultant**

**The Center for Arts Education**

**New York, NY**

**Communications Consultant:** assisting with Communications tasks; writing feature stories for CAE's Monthly Publication and the Inter-office site/ Intranet; data entry; mailing lists; mailings;

**Interdepartmental Consultant:** Working with Executive Assistant: Research & Planning: Principals Institute Grant-writing workshop; Programs Department: data entry for mailing lists and primary database; Communications: monthly Intranet Employee article

2006-07

**Outreach Director & Adjunct Faculty**

**San Francisco, Ca**

**Experimental Performance Institute (EPI), New College of California**

Managed overall recruitment (including marketing and publicity, web updates) for BA and MA/MFA programs (EPI); Created, and maintained Community Partnerships; Created foundational Recruitment Database; Attended Staff, Faculty & Steering Committee meetings and contributed to overall organizational visioning; Created EPI/NCOC development plan in collaboration with New College Development Director; Taught BA and MA/MFA students, *Centering Practices* (movement and theater training course).

2006

**Capital Campaign Fundraising Consultant**

**Tara Performing Arts High School**

**Boulder, Co**

Developed short and long term Capital Campaign fundraising strategy, in collaboration with Capital Campaign Development Specialist and Capital Campaign Committee; Researched and Developed potential funder list; Initiated contact and dialogue with various foundation program officers; Assisted in planning fundraising events; Strategized on Campaign Marketing and Publicity tactics including website.

2005-2006

**Marketing and Publicity Coordinator**

**Boulder, Co**

**MFA Theater: Contemporary Performance Program, Naropa University,**

Created general department publicity; Coordinated communications between University Marketing Department and MFA Department; Advised students in self-promotion of theater work; Created publicity packets and timelines per project; gathered website updates and communicated with University Web Team.

2003-2004

**Fundraising Consultant/Grantwriter**

**Keith Hennessy / CIRCO ZERO**

Co-wrote several successful grants with Mr. Hennessy, for his company's circus/performance events.

**San Francisco, Ca**



**EDUCATION**

- 2006**                    **MFA Theater: Contemporary Performance**  
Naropa University, Boulder CO
- 2004**                    **Summer Training Congress, Acting Conservatory**  
American Conservatory Theater (ACT), San Francisco CA
- 2003**                    ***Exalt Your Yoga, Yoga Teacher Training*** (Certification Program)  
Sri Louise, Underground Yoga Parlour, San Francisco CA
- 1997–present**        **Ongoing Dance/Theater/ Arts Administration training**  
San Francisco CA and New York, NY
- 1996**                    **BA Dramatic Art/Dance &**  
**Interdisciplinary Studies: Development & Human Rights**  
U.C. Berkeley, Berkeley, CA

**COMPUTER/OFFICE SKILLS:** Macintosh and PC systems; Office/Word; Excel; Photoshop; Typing 72 wpm; Ability to self-manage; multi-task; work quickly; run meetings, manage agenda, take notes, keep time; Great phone skills, customer management & professional presentation.