

SHANICE SKINNER

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PROFESSIONAL SUMMARY

Creative professional with a 5+ year history of excelling in adaptable and flexible positions in various spaces, from start-ups to non-profit organizations. Skilled communicator with a keen interest to explore and understand different businesses, and a desire to utilize relevant research, writing, and marketing experience within new contexts.

EDUCATION

Fanshawe College, London, ON, Canada — Graduate Diploma in Marketing Management, expected 2022

Royal Conservatoire of The Hague, The Netherlands — Master of Music, 2022

Wilfrid Laurier University, Waterloo, ON, Canada — Diploma in Opera, 2020

Wilfrid Laurier University, Waterloo, ON, Canada — Honours Bachelor of Music, 2017

EXPERIENCE

Diversity and Inclusion Assistant , Royal Conservatoire ; The Hague, The Netherlands — Apr 2022 - present

- Involvement in committee discussions that are relevant to diversity, inclusion and belonging at the conservatory and its effects on the student body
- Focus is research and education on topics concerning diversity, inclusion and belonging in arts organizations to be able to facilitate conversations and dialogues among staff and students, educate others, and to advance the committee's overall goals of communication, community, and culture cultivation

Senior Research Intern, Boulanger Initiative; Remote — Jun 2022 - Aug 2022

- Conducted internet research on the history of women and gender marginalized composers and their repertoire through various online databases and resources
- Organized the collected research and completed data entry to contribute to the expansion of the organization's primary projects: building an online resource of easily accessible information regarding women composers' histories, music publications, and recordings
- Flexible role with additional administrative assignments such as drafting pitch emails to prospective clients on the organization's offerings and educational opportunities in arts and gender equity.

Business Management Intern, Boulanger Initiative; Remote — Jan 2022 - Jun 2022

- Assisted in managing day-to-day operations and projects, adapting to the needs and requests of the Executive Director
- Collaborated on organization-wide projects and offered skillset and support to other departments when requested
- Flexible in aiding senior staff in developing new revenue-generating programs and strategies
- Conducted internet research for assignments to create one-sheets and discuss findings in weekly team meetings
- Worked in multiple platforms including but not limited to GSuite, Excel, and Asana

Marketing Intern, Bright (formerly Cribcut); Halifax, NS, Canada — Jan 2019 - July 2019

- Lead and managed projects related to marketing and overall business development in a start-up environment
- Responsible for internet research, writing, creative concepts and design in regard to various projects
- Major project of the internship included writing, filming and editing a series of social media marketing training videos for clients
- Completed weekly payroll and invoicing, providing response to internal and external client inquiries, as well as other administrative tasks as assigned
- Worked in multiple platforms including but not limited to iMovie, Slack, GSuite, Facebook Ads, Canva, Intercom, Typeform, Ghost.io and Acuity

Voice and Piano Teacher, Long & McQuade Musical Instruments; Dartmouth, NS, Canada — Nov 2018 - April 2019

- Prepared and lead private music lessons for students of all ages and abilities
- Responsible for choosing appropriate instrument lesson curriculum in relation to individual students' abilities and needs, as well as teaching music theory, aural skills and practical techniques
- Assessed students' abilities and provided constructive feedback, all while maintaining a motivating and encouraging environment to progress and succeed