

# JARRETT KING

- 10+ years of experience as an educator in a variety of learning environments.
- 8+ years of administrative expertise in artistic and educational environments, providing detail-oriented work that has led to measurable impact and growth.
- A dedication to art as a tool for building community and facilitating a deeper exchange between subject and audience.

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## ADMINISTRATIVE EXPERIENCE

August 2021 - December 2021

### → INTERIM DIRECTOR OF EDUCATION

Silk Road Rising | Chicago, IL

Provided coverage for Silk Road Rising's Director of Education during her medical leave. Oversaw all aspects of Silk Road Rising's Education program, including curriculum development, program assessment, teaching artist management, payroll, budget analysis, grant reporting, and new partner prospecting. Closely monitored shifting CPS Covid-19 protocols and communicated changes to partners and teachers. Reported program progress to Executive Artistic Directors in weekly meetings. Stewarded the production of a virtual compilation of student work, The Covid Monologues, and coordinated the premiere event. Assured a smooth transition out of the position through careful documentation and communication with the Director of Education.

- Initiated a hiring search, which resulted in three new additions to the teaching artist roster.
- Facilitated meetings with prospective partners, resulting in one new summer residency.

February 2020 - December 2020

### → YOUTH EDUCATION DIRECTOR

Vagabond School of the Arts | Chicago, IL

Create and sustain Vagabond's first Youth Education Department as its inaugural Director. Develop all curriculum for youth programming, including classes, workshops, and camps in acting, on-camera, improvisation, and musical theater. Hire, train, and manage teaching staff, and interface with all guest artists. Collaborate with the Marketing Director on outreach strategy, including newsletter, social media, and direct email campaigns. Maintain Youth Education calendar, course listings, rosters, Zoom accounts, and Google Drive environments. Provide excellent customer service to parents and students, and nurture potential new enrollments through strategic reach-out to schools and youth organizations. Teach classes and workshops, and substitute for teachers where needed. Adhere closely to Covid-19 regulations.

October 2017 - March 2018

### → EDUCATION ASSOCIATE

American Theatre Company | Chicago, IL

Oversaw all activities related to American Theater Company's American Mosaic program, an eight-week residency in English classrooms in four CPS schools. Constructed all lesson plans and worksheets and ensured their alignment with Common Core State Standards. Collaborated with executive staff to hire and train a team of Teaching Artists and Apprentices. Maintained relationships with partner schools and actively worked to recruit additional schools and program supporters.

May 2017 - August 2017

### → CAMP COORDINATOR & REGISTRAR

Hearts to Art | Chicago, IL

Provided administrative support to the Director of Creative Engagement and Camp Director for a performing arts camp for young people who've experienced the death of a parent. Served as the first point-of-contact for all families and caregivers. Registered campers and processed tuition payments, respectfully handling sensitive and confidential information contained in camper applications. Facilitated day-to-day communications among teaching artists, clinical staff, and administrative staff. Provided behavioral support through interactions with campers and reports to caregivers.

August 2014 - December 2016

### → ADMINISTRATIVE COORDINATOR

St. Edward's University | Austin, TX

Supported the students, faculty, and staff of the Department of Performing Arts by processing invoices and facilities requests, maintaining academic calendars, submitting and filing paperwork for guest artists, and overseeing department-wide communications. Mentored students as an Actors' Equity Association guest performer in two mainstage productions and as the advisor for the university's Improv Club. Hired and supervised two student assistants, managing their daily tasks and setting work performance goals.

## CURRENT TEACHING

January 2022 - Present

### → **ADJUNCT PROFESSOR**

Loyola University | Chicago, IL

Courses taught: Introduction to the Theatre Experience and Creative Dramatics (Teaching Artistry). Develop all curriculum, lectures, and worksheets. Arrange guest lecturers relevant to course content. Gauge student learning through formative and summative assessments. Facilitate observation opportunities for Creative Dramatics students with Chicago-based arts education organizations and steward them in the creation and execution of their own teaching artist collective.

- Creative Dramatics students have received apprenticeships with Raven Theatre and iTheatrics in NYC.

August 2021 - Present

### → **TEACHING ARTIST**

Steppenwolf Theatre Company | Chicago, IL

Administer and facilitate Bridge curriculum. Collaborate closely with StepEd teaching artists, administrators, classroom teachers, and Young Adult Council members in developmental workshops. Complete daily assessments during residencies to chart program progress and growth. Serve as an SYA Reader and advise on season play selection.

May 2018 - Present

### → **TEACHING ARTIST**

Silk Road Rising | Chicago, IL

Administer and facilitate EPIC, EPIC Spark, and EPIC+ curriculum, which use the playwriting process to explore empathy in twenty-, seven-, and ten-week sessions, respectively. Work with each school's classroom teachers to implement strategies for reaching diverse learners and students with learning difficulties. Establish and promote a positive and encouraging classroom environment based on Brave Space principles.

- Throughout 2020 and 2021, directed Black Teen Lives Matter—a four-part virtual presentation of 26 EPIC monologues and plays—and moderated audience and artist discussion at each film's premiere.

## ADDITIONAL TEACHING

**Chicago Shakespeare Theater** (Shakespeare Slam Educator Artist), **Bravo Performing Arts Academy** (Director and Improvisation Teacher), **UNSILENCE** (Facilitator), **Auditorium Theater** (Admit One Teaching Artist), **Chicago Public Schools** (Substitute Teacher), **Sylvan Learning Center** (Instructional Coordinator/Tutor)

## PRODUCING

July 2021 - Present

### → **ASSOCIATE ARTISTIC DIRECTOR**

Penfold Theatre Company | Austin, TX

Shepherd Penfold Theatre's artistic vision as it transitions into a reimagined classics company. Engage with fellow executive team members in season planning discussions. Compile production budgets and play selection presentations for board approval. Supervise Penfold's first playwright commission series.

- Oversaw the implementation of Gusto, a payroll and human resources software for small businesses, and acted as Penfold's Interim Arts Administrator.
- Created Penfold's first Apprenticeship program in collaboration with Texas State University, which was featured in American Theatre Magazine.

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## EDUCATION

### **ST. EDWARD'S UNIVERSITY**

Austin, TX

Bachelor of Arts, Theatre Arts  
Minor, English Writing and Rhetoric  
Summa Cum Laude

### **TEACHING CERTIFICATE**

Austin, TX

Theatre Arts EC-12  
Texas Teachers

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## ARTISTIC COMPETENCIES

**Actor** (AEA, SAG-AFTRAe - Resume available upon request) **Produced Playwright** (Resume and work available upon request) **Former Board Member** (Salvage Vanguard Theatre) **Former Adjudicator** (Greater Austin High School Musical Theatre Awards)

## TECHNICAL COMPETENCIES

**Apple** (GarageBand, iMovie), **Google** (Classroom, Docs, Drive, Meets, Sheets, Slides), **Gusto**, **Microsoft** (Excel, PowerPoint, Word) **Web Apps** (Asana, Canva, Sawyer, Slack, Squarespace) **Zoom**