

### EMPLOYMENT HISTORY

**October 2016 – Present**

**Hi-ARTS/Hip Hop Theater Festival, Inc.**

**New York, NY**

**General Manager**

Review, track and prepare organization budgets and cash flow reports, draft and execute artist and vendor contracts, manage payroll and accounts payable with external administrative management company, oversee venue rental/management, maintain organizational master calendar, oversee box office operations, recruit and manage interns and volunteers, coordinate space and office organization, provide artistic input on programs and residencies, oversee company management and support Executive Director in realizing the vision and mission of the organization.

**September 2015 – August 2016**

**Stella Adler Studio of Acting**

**New York, NY**

**Managing Director**

Served as board liaison and arranged meetings and communications between the studio and board, identified and cultivated new development relationships, tracked and responded to giving campaigns/events using Raisers Edge software, created budget narratives for funding proposals, collaborated on producing the annual fundraising gala, assessed and recommended improvements to studio operations and worked with Artistic Director on realizing real estate goals.

**May 2014 – September 2015**

**Sankofa Justice & Equity Fund**

**New York, NY**

**Project Manager**

An Arts and Activism organization founded by Harry Belafonte that heightens awareness of social justice issues using the platform of commercial artists. Managed day-to-day workflow of several artistic projects, including pre-planning of 2 day music festival, organized commercial artists visits with Mr. Belafonte, provided executive assistance to co-directors, served as advisory board liaison, managed interns and communicated with fiscal sponsor to ensure proper budget reporting.

**June 2013 – May 2014**

**651 ARTS**

**Brooklyn, NY**

**Producing Associate**

Executed and managed artistic process and performances, managed institutional marketing including all aspects of season planning (budgeting, designing, and printing), served as local company manager for national/international artists and managed college artistic interns. Served as registration coordinator for 25<sup>th</sup> Anniversary Gala.

**January 2013 – May 2013**

**651 ARTS**

**Brooklyn, NY**

**Management Intern**

Assisted Executive Director in the launching of the family performing arts series, Board of Director relations/cultivation, general arts organization administration, season planning and production logistics.

### PRODUCTION/PROJECT MANAGEMENT HISTORY

*Producer-In-Residence*

*#LoveHustle*

A year-long residency producing content and events for an artist led performance series and global dialogue that captures the tensions of pursuing one's dreams as a creator.

*Associate Producer*

*New Jersey Performing Arts Center*

**Lyrics From Lockdown**, a one-man spoken word hip-hop production educating audiences on mass incarceration. Served as Company Manager, responsible for all communication/contracting of cast & design staff and coordinated with venue educational staff on outreach performances.

*Producer*

*New York/Los Angeles MFA/BFA Actors' Showcase*

Responsible for coordinating bicoastal (NYC and LA) performance with 33 actors. Responsibilities included company management, booking venues, researching & marketing to industry professionals and the design of headshot & program booklets for industry professionals.

# Aaron L. McKinney

*Arts Administrator & Theatre Producer*

## *Producer*

*Independent*

***Lunatic Sun***, a musical in development commenting on the state of consumerism. Served as producer of developing musical. Responsibilities included finding venue, coordinating auditions, overseeing rehearsal process, marketing two staged readings, moderate feedback sessions and advise playwright on developing new material. Also responsible for drafting collaboration agreements for contributing writer/lyricist.

## *Producer*

*California Institute of the Arts (CalArts) Weekend*

Produced 1<sup>st</sup> and 2<sup>nd</sup> annual special events weekend at CalArts for parents of prospective, current and former students. Responsible for coordinating all weekend activities including a complex series of class visits, workshops and performances as well as coordination of registration for over 300 guests.

## *Producing Consultant*

*Woods Entertainment Group*

*Independent*

Responsible for advising on film docu-series pre-planning, researched and created budget in preparation for Producers' project development meetings and fundraising.

## *Assistant Producer*

*Center for New Performance*

***Timbocou***, a bilingual international collaboration between CalArts Center for New Performance and UDG Cultura. This project joined a 30-person cast and crew from Mexico and the US to create a piece about the current drug cartel problems in Mexico. Responsible for assisting director Martin Acosta and producing director in all stages, from early workshops to LA world premiere, including marketing, company management, subtitles and ongoing liaison between cast, crew and venue.

## *August Wilson Monologue Competition*

*Center Theatre Group*

Worked with Center Theatre Group (CTG) on yearly regional high school competition held at the Mark Taper Forum as part of the National August Wilson Monologue competition produced by Kenny Leon and the True Colors Theatre Company. CTG served as host for the Southern California regional competition. Responsible for research to develop thematic elements for the regional competition, program information and creation of video footage of the participants.

## *Director*

*First Breath Play Reading Series*

***Joker***, by Yilong Liu. Responsible for directing a play reading performance with talk back sessions to help playwright further develop script.

## *Business Manager*

*FAMU Gospel Choir*

Responsible for handling internal and external business and management of a national recording 100 voice college gospel choir including tours and public relations.

## **PROFESSIONAL DEVELOPMENT/AFFILIATIONS**

2018	Fellow	Emerging Leaders Institute	Association of Performing Arts Professionals
2015 – Present	Member/Past Officer		Florida A&M University NY Alumni Association
2015-2017	Co-Chairperson	651ARTS Young Professionals Committee	
2014 – Present	Youth Director/Member		Powerful Praise Tabernacle Church

## **EDUCATION**

2013	<b>California Institute of the Arts</b> , Master of Fine Arts in Theatre Management (Producing)
2009	<b>Florida Agricultural and Mechanical University</b> , Bachelor of Arts in Theatre (Performance)