

Sarah Ryman

Work Experience

- Music Teacher **2004-present**
Voice and Piano, Teach Technique, Fundamentals and Musicianship, Plan Recitals and Outreach, Scheduling
Affiliations: Boston Arts Academy, Needham Montessori School, The Taylor School, Chelmsford Public Schools, Music Together Certified
- Mass Opera **beginning September 2020**
Director of Individual and Corporate Giving, Lead all giving efforts, Liaison between programs and donors, Donor Research, Asks, Retention, and Stewardship
- Chelmsford Continuing Education **beginning August 2020**
Private Music Lesson Program Supervisor, Liaison between Parents and CCE, Lesson Scheduling, Payroll, Recital Coordinator
- Chelmsford Center for the Arts **2019-present**
Assistant to Executive Director, Marketing, Private In-House Studio, Guest Performer
- Berwick Community Choir Berwick, PA **2013-2018**
Director, Lead Weekly Rehearsals, Plan 2 Yearly Concerts, Plan Outreach Opportunities
- Bloomsburg Preparatory School of Music Bloomsburg, PA **2013-2014**
K-12 Voice and Piano Teacher, Teach Private Voice/Piano, Music Camp Instructor
- Berwick Theater and Center for Community Arts Berwick, PA **2011-2013**
President of 501c3 Board, Successful Grant Writing, Fundraising, Recruited and Developed a Talented and Diverse Board
- Kevin Ryman, Inc. Berwick, PA **2011-2017**
Safety and HR Manager, Maintained Qualification Files, OSHA Compliance and Company Handbooks, Workman's Compensation Rep., Conducted Company Safety Meetings
- Charming Shoppes, Inc. (Lane Bryant) Cleveland, OH, Atlanta, GA and Wilkes-Barre, PA
2006-2011 and 2018-2019
Assistant Manager/Full-Time Sales Lead
- Cleveland Institute of Music Cleveland, OH **2007-2009**
Stage Manager, Distance Learning Performer, Opera Department Assistant
- Horizon Theatre Company Atlanta, GA **2005-2006**
Box Office, Ticket Sales, Bookkeeping, Deposits, Front House Manager

Atlanta Opera
Opera Chorus, Education Intern Atlanta, GA
2004-2005
Contact database update, Organization of outreach programs

New England Conservatory Boston, MA
**Assistant to Student Life Director and Vice-President of Academic
and Social Affairs** 2003-2004
Organized Student Outings, T-pass Distribution, Clubs, Dorm Programing,
Diversity Training, Maintain Satellite Office, Spreadsheets of Incoming Money

From the Top Radio Boston, MA
Intern, In-school Curriculum in Boston Metro Area 2003

Education

Cleveland Institute of Music	MM Voice (3.9 GPA)	Cleveland, OH	2009
Georgia State University	BM Voice	Atlanta, GA	2006
New England Conservatory	Undergraduate Studies	Boston, MA	2001-2004
Istituto Europeo	Italian Studies	Florence, Italy	2002
Berwick High School	Academic Honors	Berwick, PA	1997-2001

Other Education

University of Pennsylvania and National Arts Strategies Certificate
Executive Program in Arts and Culture Strategies August 2020
Relevant Coursework: Arts and Culture Finance, Fundraising, Community and
Collaboration, Leading Healthy Teams, Non-Profit Governance, Strategy and
Positioning, Social Media Strategies