

ABOUT

Dustin is an incredibly driven, hard-working, and tenacious professional with a dedicated and strong work ethic. He is passionate about relationship building, collaboration, and finding and managing growth opportunities for himself and others. Dustin values loyalty, independence, and initiative in all that he does. He has a wide variety of experience and is very knowledgeable about: arts management, operations, sales, client-focused thinking, and communications. Dustin is always excited to learn, gain experience, and use his creativity to enhance his environment.

ARTS ADMINISTRATION & CASTING EXPERIENCE

Blank Theatre Company

January 2017 – Present

Founder/Co-Artistic Director

Chicago, Illinois

As the founder and co-artistic director of a non-profit theatre company, I manage all production aspects, including programming, grant writing & development, media relations, marketing, administration, donor relations, customer service and casting.

- Founded Blank Theatre Company, driving the establishment and implementation of its artistic vision and mission, leading to consistently sold-out performances, and maximized revenue generation.
- Managed a \$90K annual budget for 2-3 mainstage productions and additional concerts per season, ensuring efficient allocation of resources.
- Served as executive producer and casting director for 13 mainstage productions and 12 concerts, overseeing all aspects of production and talent selection.
- Collaborated with managing and development directors to create and execute fundraising strategies, leading to a significant increase in company revenue from \$500 to \$50,000 within six years.
- Managed public relations efforts, including media requests and critic invitations, resulting in coverage from up to 15 press outlets for opening nights.
- Created and maintained casting database for Chicagoland area talent, facilitating efficient talent sourcing and casting decisions for productions.
- Selected and analyzed scripts, librettos and musical recordings for season programming, crafting casting breakdowns and choosing material that aligned with artistic vision.

Select Projects, full list upon request:

Sweet Charity, Directed by Johanna McKenzie-Miller, producer, casting director and actor.

The Mad Ones, Directed by Wyatt Kent, producer, and casting director.

Merrily We Roll Along, Directed by Danny Kapinos, producer, casting director and actor.

The Wild Party, Directed by Jason A Fleece, producer, casting director and actor.

Blackbird, Directed by Elyse Dolan, producer, and casting director.

Northwestern University

May 2024 – March 2025

Administrative Assistant

Evanston, Illinois

As an Administrative Assistant at a nationally ranked top ten university, I supported the Theatre Department by managing reimbursements, processing orders, coordinating events, facilitating travel arrangements, and providing administrative support for faculty, guest artists, and departmental initiatives.

- Processed faculty and guest artist reimbursements, ensured compliance with fiscal guidelines, and analyzed payment data across fiscal years to maintain budget accuracy and support decision-making.
- Coordinated travel arrangements for prospective faculty and visiting scholars, assisted with catering and event logistics, and supported a grant-funded symposium on trans and queer singing.
- Researched and compiled nationwide contacts for the RPT (Retention, Promotion, and Tenure) process, including obtaining detailed bios and CVs to support tenured faculty applications for full professorships, ensuring a comprehensive and accurate pool of evaluators.
- Provided backup support for class registration and space assignments, maintaining accurate scheduling and resource allocation, and served as a first-week help desk point of contact to address student and faculty inquiries efficiently.

Freelance – Independently Employed

January 2018 – Present

Casting Director/Audition Monitor/Reader

Chicago, Illinois

- Served as Casting Director for an independent production, managing actor outreach, facilitating audition appointments, and coordinating communication between the director and talent through offer acceptance
- Assisted casting directors on various auditions.
- Checked in actors and provided sides; served as go between casting room and lobby throughout auditions.
- Read with actors based on casting's specifications during callbacks.

Select Projects, full list upon request:

Duck Soup, Directed by WM Bullion, The Conspirators; Casting Director

Between Riverside and Crazy, Directed by Rinska Carrasco-Prestinary, Casting Director: Julia Skeggs, Red Twist Theatre; Monitor.

Arms and the Man, Directed by Brian Pastor, Casting Director: Kanome Jones, City Lit Theatre; Reader & Monitor.

Northbrook Theatre

June 2006 – January 2011

Box Office Manager/Assistant to the Artistic Director

Northbrook, Illinois

As the Box Office Manager and Assistant to the Artistic Director at Northbrook Theatre, a small regional theatre hosting an Actors Equity Association (union) TYA theatre and year-round children's companies, I served as the primary customer-facing representative for the organization, managing ticketing, online sales, customer service, office support, and community collaboration.

- Managed ticket orders and online sales for multiple concurrent theatrical productions, ensuring smooth coordination and customer satisfaction.
- Initiated proactive follow-up calls, leading to increased customer retention, party bookings, and class registrations, enhancing overall sales and service quality.
- Supported the Artistic Director and Office Supervisor in administrative tasks while also playing a pivotal role in casting operations, including monitoring Non-Union auditions for the Equity TYA Company and serving as a casting assistant for Children's Company productions.

Select Projects, full list upon request:

2009 & 2010 TYA Companies, Directors: Dr. Gregory C. Dennhardt, Priscilla Hummel, Annie Jo Fischer; monitor.
Disney's Aladdin, Directed by Dr. Gregory C. Dennhardt, casting assistant & stage manager.

VOLUNTEER EXPERIENCE

Joseph Jefferson Awards

February 2023 – Present

Artists & Technicians Team Committee Member

Chicago, Illinois

- Recruited by AJ Wright, Former Non-Equity Wing Chair
- Attend and adjudicate 2 opening night performances a month as available.

AWARDS & NOMINATIONS

Chicago

2025 Season: "On the Twentieth Century"; "A Bright Room Called Day"; "The Mad Ones"

2 Jeff Awards (Performer Supporting, Stage Management), 9 Jeff Nominations (Musical, Director, Musical Direction, 2 X Performer Lead, 3 X Performer Supporting, Impresario Stage Management Award) 2025

2024 Season: "Promises, Promises"

1 Jeff Award (Performer Lead), 5 Jeff Nominations (Ensemble, Choreography, Musical Direction, 2 x Performer Lead) 2024

2023 Season: "She Loves Me"; "The Wild Party"

2 Jeff Awards (Performer Supporting, Choreography), 14 Jeff Nominations (2 X Musical, 2 X Ensemble, 2 X Director, Choreography, Musical Direction, 2X Performer Lead, 3 X Performer Supporting, Costume Design) 2023

ADDITIONAL WORK EXPERIENCE (SELECTED)

Northwestern University

September 2025 – Present

Program Assistant – Graduate Coordinator

Evanston, Illinois

Guaranteed Rate

March 2020 – February 2024

Post-Closing Assistant

Chicago, Illinois

Grubhub (Beacon Hill Contract)

October 2017 – September 2018

Facilities Support Specialist

Chicago, Illinois

Big Brothers Big Sisters (Addison Group Contract)

September 2016 – March 2017

Customer Relations Specialist

Chicago, Illinois

EDUCATION

Illinois State University

Bachelor of Science – Theatre

Normal, Illinois

Harper College

Associate of Arts

Palatine, Illinois

SKILLS

- Excellent written and oral communication skills. Extremely organized and detail oriented.
- Highly networked throughout the city – passionate about connecting people together and providing opportunities for others.

Software

- Microsoft Office Suite (Word, Excel, Publisher, Outlook, OneDrive, Teams)
- GSuite (Drive, Docs, Sheets, Slides, Calendar, Forms)
- Mail Marketing (Mailchimp, IContact)
- Website Building (Wix)