

**ABOUT**

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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 environments.

**Skills:** Microsoft Office Suite, GSuite; Wix, iContact, Mailchimp, Encompass, and various Social Media Platforms

**ARTS ADMINISTRATION EXPERIENCE**

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**Blank Theatre Company** January 2017 – Present  
Founder/Co-Artistic Director Chicago, Illinois

- Conceive, develop, and implement the artistic vision, focus, and mission of Blank Theatre Company.
- Produce low-cost professional productions including 7 mainstage productions.
- Develop, produce Blank Sings cabaret series, including 10 productions.
- Read librettos and review musical recordings for season programming consideration.
- Collaborate with managing & development directors to create fundraising strategy and increase company's economic growth by \$50,000 in company's first five years.
- Scheduled audition appointments and served as casting authority on all mainstage productions and cabaret programming.
- Generate, update, and maintain casting database regarding perspective, current, and previous talent within the Chicagoland area.
- Develop and create marketing content both individually and in conjunction with social media manager.
- Engage with media to garner local coverage of productions and programs.
- Build and maintain relationships with the network of theatres in the Chicagoland area by supporting them and engaging with their content and performances.
- Coordinate schedules for meetings and rehearsals by overseeing 8 support staff and various other artists.

**Freelance – Independently Employed** January 2018 – Present  
Audition Monitor/Reader Chicago, Illinois

- Assisted casting director's Julia Skeggs (Red Twist Theatre) and Kanome Jones (City Lit Theatre, Victory Gardens) 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.

**Northbrook Theatre** June 2006 – January 2011  
Box Office Manager/Assistant to the Artistic Director Northbrook, Illinois

- Processed all ticket orders and coordinated online sales for multiple theatrical productions occurring simultaneously.
- Initiated follow-up phone calls to ensure quality customer service, book parties and complete class registrations.
- Assisted the Artistic Director and Office Supervisor in various office management duties as directed.
- Participated and collaborated with Northbrook Theatre community regarding performances and events.
- Monitored Non-Union auditions for Equity TYA Company and served as casting assistant for Children's Company productions.
- Prepared mailings for upcoming productions, season subscriptions, class programming and special events

**CASTING EXPERIENCE**

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Promises, Promises	Danny Kapinos	Blank Theatre Company	2023
Merrily We Roll Along	Danny Kapinos	Blank Theatre Company	2023
The Wild Party (Lippa)	Jason A. Fleece	Blank Theatre Company	2022
She Loves Me	Danny Kapinos	Blank Theatre Company	2022
The Mystery of Edwin Drood	Danny Kapinos	Blank Theatre Company	2019
Blackbird	Elyse Dolan	Blank Theatre Company	2019
Spring Awakening	Danny Kapinos	Blank Theatre Company	2018
Songs for a New World (Concert)	Self	Blank Theatre Company	2017

**ACTING EXPERIENCE (Selected)**

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**Chicago**

Merrily We Roll Along	Charley Kringas	Danny Kapinos	Blank Theatre Company
The Wild Party (Lippa)	Burrs	Jason A. Fleece	Blank Theatre Company
Anyone Can Whistle	Comptroller Schub	Jason A. Fleece	MadKap Productions
The Mystery of Edwin Drood	The Chairman	Danny Kapinos	Blank Theatre Company
Camelot	Mordred	Jenn Cox	Janus Concert Series
Spring Awakening	Georg+	Danny Kapinos	Blank Theatre Company
Monticello (World Premiere)	u/s Edgar Allen Poe	Anthony Irons	Aurora Theatre Works
25 <sup>th</sup> ...Spelling Bee	William Barfee	Wayne Mell	MadKap Productions
The History Boys	Ensemble/u/s Posner*, Scripps, Timms, Crowther*	Katherine Siegel	Eclectic Full Contact Theatre

Funny Girl	John/Ensemble	Stephen Genovese	MadKap Productions
Lester's Dreadful Sweaters	u/s Lester	Heather Currie	Lifeline Theatre
The Wedding	Yats	Aaron Sawyer	Red Theatre
Hair	Margaret Mead/Tribe	Stacey Flaster	Big Noise Theatre
The Little Mermaid	Flotsam	Dante Orfei	Jedlicka Performing Arts Center
Oliver!	Noah/Knife Grinder	Pat Murphy	Citadel Theatre
Cabaret	Hans/Rudy	Jeffrey Cass	Brightside Theatre
Ragtime	Ensemble	Stacey Flaster	Big Noise Theatre
The Rocky Horror Show	Dr. Scott	Alex Higgin-Houser	Underscore Theatre Company
Electra	Farmer's Servant	Sonja Moser	Mary-Arrchie Theatre Co.

### Regional

Little Bits of Light (Tour)	Honza/Hana/SS Guard	Bronwyn Steinberg	Hampstead Stage Company, NH
A Year with Frog and Toad	Frog	Raycott Crawford	Canterbury Summer Theatre, IN
I'm Just Wild about Harry	Benjamin Babberly	Kevin Hippler	Canterbury Summer Theatre, IN

### AWARDS & NOMINATIONS

#### Chicago

Jeff Award Nomination – "Best Production Musical or Revue" – She Loves Me	2023
Jeff Award Nomination – "Best Production Musical or Revue" – The Wild Party	2023
Jeff Award Nomination – "Best Ensemble" – She Loves Me	2023
Jeff Award Nomination – "Best Ensemble" – The Wild Party	2023

### RELATED EXPERIENCE (SELECTED)

#### Guaranteed Rate

March 2020 – Present

Post-Closing Assistant

Chicago, Illinois

- Utilize organization and time management skills to exceed filing quota by 110% daily to add to team's overall success.
- Manage and communicate logistics with five client accounts totaling \$100 million annually.
- Collaborate with Guaranteed Rate's competitive State Housing Team and county clerks to facilitate and organize affordable housing document requests.

#### J. Crew

November 2018 – July 2019

Stylist – Sales Associate

Skokie, Illinois

- Processed 75-150 online orders daily in back of house utilizing enterprise selling system.
- Facilitated documentation and tracking of all outgoing packages via UPS.
- Assisted customers with the selection and purchase of items on the sales floor.

#### Grubhub (Contract)

October 2017 – September 2018

Facilities Support Specialist

Chicago, Illinois

- Monitored company inventory and restocking 14 kitchens between 6 floors throughout building.
- Assisted Facilities Coordinator with incoming large volume shipments and deliveries.
- Aided facilities team with event set up and tear down including townhall meetings, catered lunches and special events.
- Assisted with reception duties including checking in visitors, directing food deliveries and mail distribution.

#### Addison Group - Big Brothers Big Sisters (Contract)

September 2016 – March 2017

Customer Relations Specialist

Chicago, Illinois

- Utilized spreadsheets and internal database to process and catalog 500 applications during my tenure.
- Processed and reviewed criminal background checks for applicants and conducted candidate referral interviews.

### EDUCATION

#### Illinois State University

August 2010 – May 2012

Bachelor of Science – Theatre

Normal, Illinois

#### Harper College

August 2007 – May 2010

Associate of Arts

Palatine, Illinois

### REFERENCES

Danny Kapinos

Co-Artistic Director, Blank Theatre Company

Danny@Kapinos.com – 224-374-2754

Jason A Fleece

Freelance Director

jafleece@gmail.com – 773-655-4844

Mike Weaver

President of the Board, Blank Theatre Company

mwnext@msn.com – 312-543-6332