

JENNELYN TUMALAD

ARTS AND CULTURE MANAGER

PERSONAL PROFILE

With over 5 years experience leading artist and education programs at both small and large budget nonprofit organizations, I am adept at both collaborating in a team-driven environment and developing long-term mission driven strategy.

I have established myself as a reliable and passionate champion of the arts, exemplified by both my administrative work and freelance consulting. My work prioritizes community development and growing sustainable systems of access to arts and cultural resources for marginalized populations.

CONTACT

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PREVIOUS EDUCATION

Pratt Institute

M.S. in History of Art and Design

University of Washington

B.A. in Art History and Studio Arts

EMPLOYMENT HISTORY

Public Programs Manager

Chinese American Museum (Jan 2020 - Present)

- Research and develop dynamic public programming such as lectures, panel discussions, workshops, gallery talks, symposia, and film series inspired by seasonal exhibitions and institutional partnerships. Programs have included Red Envelope Family Day and NEA's BIG READ Poetry Reading and Workshop
- Collaborate with team to develop program and event branding that engages diverse audiences and establishes a lasting impact for visitors on and offline
- Evaluate programs for continuous improvement, quality, attendance, content, cost, and impact through: creating and distributing visitor surveys, collecting and analyzing visitor and expense data, and testing necessary adjustments
- Manage successful event production through: liaising between facility management, vendors, and staff; overseeing the approvals of necessary permits; leading staff briefings
- Assess and manage event staff through overseeing the development of staffing plans, training, and on-site management

Project Manager - Public Art, Programs, and Exhibitions

Jennelyn Tumalad Consulting (2017 - Present)

Events and Programs

- Conceptualize and coordinate arts, cultural, or educational programs for clients according to client goals and target demographic. Programs range from single festivals to multi-day camp curriculum.
- Responsibilities include: research and book talent; secure city permits; coordinate vendors; manage communication with stakeholders, coordinate install and de-install needs such as facility rentals, signage, and audience flow. Clients Include: J. Paul Getty Museum and Ronald Reagan Presidential Foundation

Public Art

- Manage the project life of public art installations; continuously track projects to ensure artwork is installed on-time and within budget; research and recommend public art sites and artists; manage project benchmarks with city's arts commissions.
- Collaborate across disciplines from engineers to community members and developers to actualize projects by considering material, design, and maintenance of art works. Budgets range from \$20,000 - \$300,000. Clients include: The Music Center and City of Oxnard

Curatorial

- Curate exhibitions that prioritize local and emerging artists that resonate with the community of the client.
- Responsibilities include: artist research, presenting and advising clients with the selection of artists based on project goals, writing and copy-editing gallery texts and didactic materials, liaising with artist and client through the design and edit phase of installations, and oversee the installation and de-installation of exhibitions. Clients Include: The Music Center and Carnegie Art Museum Studio Gallery

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ARTS AND CULTURE MANAGER

SKILLS

Communicative
Organized
Collaborative
Team Player
Creative
Adaptable
Optimistic
Critical Thinker
Empathetic
Active Listener
Persistent

SELECT CLIENTS

J. Paul Getty Museum
Ronald Reagan Presidential Foundation
The Music Center
City of Oxnard
Carnegie Art Museum Studio Gallery
Five Point (City of Irvine)

SELECT PUBLICATIONS

Jennelyn Tumalad. "Stepping into Blue."
Getty Iris (2016)

Jennelyn Tumalad. "Finding Yourself in
Silence with Matt Manalo" Filipino
American Artist Directory (2018)

EMPLOYMENT HISTORY (CONTINUED)

Education Project Coordinator

Lucas Museum of Narrative Art (2018 - 2019)

- Conceived pilot programs based off of institutional advancement goals and strategic community partnerships; researched and presented program proposals that accounted for institutional goals, budget, and staffing needs
- Coordinated the implementation of pilot programs; trained staff, provided on-site facility and staff management, and liaised between program staff, museum leadership, and partnering organizations

Public Programs Coordinator

J. Paul Getty Museum (2016-2018)

- Researched, organized, and implemented a variety of public programs focused on temporary exhibitions and program season
- Negotiated contracts with organizations and talent to present arts and cultural performance programs
- Managed support staff, instructors and volunteers for festivals and events including: family drop-in, college night, and Sounds of LA concert series
- Maintained records and tracked program success, assisted in the preparation of marketing materials to promote events

Educator

Cooper-Hewitt, Smithsonian Design Museum (2015-2016)

- Developed the 2016 design summer camp program for pre-k audiences: a weekly program focusing on a range of design careers and disciplines
- Designed and taught lesson plans that emphasized design thinking, intergenerational learning, and a clear connection with the museum's current exhibitions

Teaching Artist

Children's Museum of the Arts (2014 - 2016)

- Facilitated and designed drop-in art making programs at the CMA's Fine Arts studio and Free Arts Island Outpost on Governor's Island for ages 5-18 and their caretakers
- Maintained studio inventory, directed studio interns and volunteers, and provided daily lesson feedback

SOFTWARE AND WEB

Copywriting



Adobe Creative Suite



Social Media Strategy



Project Management



Raiser's Edge



Salesforce

