

# Jessica Marie Baker

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## Profile

Optimistic Disposition / Organized / Willing (and likes) to learn new things

## Education

**Bowling Green State University, Bowling Green, OH**

**Degree:** Bachelor of Fine Arts – *expected May 2015*

**Major:** Three Dimensional Studies, Focus in Jewelry & Metals

**GPA:** 3.488

## Employment at Bowling Green State University

### Student Desk Manager

*Aug 2013 – May 2014*

*Kreischer Compton Darrow Hall, Office of Residence Life*

Includes managing the front desk, supervising desk clerks, coordinating desk operations, staying on top of key and PED security, billing, acting as liaison to the Office of Residence Life, and providing administrative support to the Full Time and Graduate Hall Directors.

### Student Administrative Assistant

*July 2012 – May 2013*

*Kreischer Ashley Batchelder Hall, Office of Residence Life*

Included keeping logs & records of front desk activities; serving as a liaison to the Office of Residence Life; coordinating room changes; keeping track of all keys, PEDs & codes for hall; and providing administrative support to the Full Time & Graduate Hall Directors.

### Graphic Designer

*May 2014 – May 2015*

*Student Enrollment Communication Center*

Includes creating graphics used for Facebook and other social media outlets.

### Communication Specialist

*May 2012 – May 2013*

*Student Enrollment Communication Center*

Included communicating important information & answering questions of students: potential, incoming, current & recent graduates.

### Artistic Assistant

*Sept 2011 – May 2013*

*Theater & Film Department*

Included building & altering costumes, ironing, taking measurements & organizing inventory.

### Tour Guide

*Jan 2011 – May 2013*

*Office of Admissions*

Included introducing potential students to campus while answering their questions and taking them and their families on a walking tour of campus.

## Other Employment

### Dance Teacher

*Aug 2009 – June 2010*

*New Bremen Dance School*

Included choreographing and teaching tap and ballet dances to students in the 2<sup>nd</sup> & 3<sup>rd</sup> grade, to be performed at the end of the year dance recital.

### Dance Assistant

*Aug 2009 – June 2010*

*New Bremen Dance School*

Included assisting in teaching tap and ballet to preschool & kindergarten aged children.

## Summer Volunteering

### Junior High Cheer Coach

*Summers of 2010, 2011 & 2013*

*Minster Middle School*

- Created routines, formations & mixed music
- Gave instructions to help the girls improve & learn the basics
- Traveled with the team to Denison University for Cheer Ohio Cheer Camp

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## University Involvement

- Treasurer, Student Metal Arts Council** *Fall 2012 - May 2015*
- Has included preparing and presenting an annual budget to the Student Budget Committee (funds granted for three years for visiting artists and conference attendance); writing grants for additional funding for workshops and conferences; buying, pricing and keeping track of materials for sale through our supply cabinet; and keeping track of event sales.
- Member, Student Metal Arts Council** *Fall 2011 - May 2015*
- Metals Studio Monitor** *Fall 2011 - May 2015*
- Treasurer & Member, Kaze No Daichi Taiko Ensemble** *May 2014 - May 2015*
- Treasurer & Member, Kaze No Daichi Taiko Ensemble** *Spring 2011 - May 2014*
- Perform at World Percussion Night (every semester)
  - Perform at many festivals and events on campus and the surrounding area
  - Traveling to Cornell University for the first East Coast Taiko Conference
- Opening Weekend Group Leader** *Fall 2011*
- Helped incoming students move into & get acquainted with their residence hall and campus
- Arts Village Learning Community** *Fall 2010 - Spring 2013*
- Student Leader for the 2011-12 school year
  - Attended the West Coast and Chicago Trips

## Scholarships

- BGSU Centennial Scholarship** - *reoccurring BGSU scholarship for \$5000 / school year* *2010 - 2014*
- Sophomore Art Talent Award** - *\$1000 Scholarship* *2011 - 12 school year*
- Freshman Art Talent Award** - *\$2000 Scholarship* *2010 - 11 school year*
- Crescent Player Scholarship**
- Minster High School Scholarship Fund, Inc.**  
Loretta Herkenhoff Trust - *\$1000 Scholarship*
- Minster High School Scholarship Fund, Inc.**  
Falcon Financial-Albers Family - *\$1000 Scholarship*

## Other Activities

- Crescent Players** - *12 years (Theater Performance Group)* *2001 - 2010*  
Participated in the fall productions; created photo collage boards for display at performances; choreographed for various shows
- 4-H Member** - *10 years*
- Girl Scout** - *12 years*
- Dance** - *13 years*  
Ballet, Point, Combination Class (Tap, Lyrical, Hip-Hop, Modern)