



# Jaime Sharp (she/her)

## ARTS LEADER

Capacity Building • Administration  
Equity & Inclusion • Project Management  
Marketing & Communications • Performance

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### EXPERIENCE

May 2022 - Present *Cincinnati Song Initiative*  
**Director of Communications & Audience Development**

- Handle the social media platforms, website, newsletter, blog, podcast and interview series, and press releases.
- Cultivate relationships with community members and organizations for collaborative events, and cross-promotional opportunities.

April 2022 - Present *Grantmakers in the Arts*  
**Communications & Publications Manager**

- Management of social media and website planning, strategy, content creation, and data tracking and analysis.
- Coordinate communication and content, editing, and production of GIA Online Reader, Member Bulletin, GIA blogs, Presidents' Blog, and other GIA publications.

October 2020 - Present *Hear Us, Hear Them*  
**Founder & Executive Director**

- Commission and premiere works by underrepresented composers.
- Plan educational workshops, and masterclass with guest artists.
- Manage group of 23 singers, plus staff and board.
- Handle philanthropy and grant applications (over \$25,000 rewarded).

June 2020 - June 2022 *Opera NexGen*  
**President & General Director**

- Produce mainstage remote virtual operas, and educational webinars.
- Manage a staff of 16 plus board members, and interns.
- Develop strategic plan and fundraising initiatives (over \$20,000 raised from individual donations).

January 2021 - January 2022 *Black Opera Alliance*  
**Administrative Manager**

- Serve as primary contact for 1,000 plus members, and external organizations.
- Schedule meetings, create agendas, and take minutes.
- Manage website/newsletter, and generate press releases.
- Coordinate social media calendar, and manage/distribute contracts and payment using QuickBooks and customer relationship management system.

February - June 2022 *American Repertory Theatre*  
**Public Relations Assistant - seasonal**

### EDUCATION

**Master of Music**  
*College-Conservatory of Music*  
*University of Cincinnati, 2020-2022*

**Bachelor of Music**  
*University of Michigan, 2016-2020*

### PROFESSIONAL DEVELOPMENT

**Hart Institute for Women Administrators**  
*Dallas Opera* 2022-2023

**All Rise Initiative** 2022  
*Tom O' Connor Consulting*

**Leadership Through Mentorship** 2022  
*Women of Color in the Arts*

**EDI Research Fellow** 2021-2022  
*Assoc. of Arts Admin. Educators*

**Opera Leaders of Color** 2021-2022  
*OPERA America*

**Sphinx Fellow** 2022  
*Sphinx Organization*

### CERTIFICATION & TRAINING

**Fundraising Management Certificate**  
*Boston University*

**Marketing Intern** 2021-2022  
*Cincinnati Symphony*

**Opera Theatre of Saint Louis** 2021  
*Marketing and Media Intern*

**University Musical Society** 2019-2020  
*Marketing Intern*

### SELECTED PERFORMANCE

Opera Ithaca Young Artist  
Des Moines Metro Opera Apprentice Artist  
Cincinnati Opera: OFNW  
Detroit Opera Chorister  
Chautauqua Opera Institute Young Artist  
Detroit Song Collective Soloist