

NICOLE (NIKKE) NASON

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Education

1998-2002	Northern Michigan University	Marquette, MI	
Bachelor of Science	Cum Laude	Major: Theatre	Minor: Public Relations
2011 to present	Northern Michigan University	Marquette, MI	
Second Year Candidate for Master's of Public Administration			Department: Political Science

Awards:

Community Arts Activist- City of Marquette Arts Awards	2012
Graduate Assistant Arts and Sciences Scholarship	2011 to present
Theater Graduate Scholarship	2011-2012, 2012-2013
Board of Trustees Drama Scholarship	2011-2012
NMU Triple AAA Leadership Scholarship (1 of 4 selected)	1998-2002
NMU Board of Control Drama Talent Scholarship	1998-2002
Most Outstanding Contribution by a Senior- Forest Roberts Theatre	2001
Most Outstanding Contribution by a Junior -Forest Roberts Theatre	2000
Most Outstanding Contribution by a Freshman- Forest Roberts Theatre	1999

NMU Student Leader Fellowship Program *1999-2001*

Two year leadership program

- Leadership and theory class, quarterly skill builder workshop attendee and presenter, 1 year internship and mentorship
- Served on Fall Retreat planning committee
- Served on Leadership Scholarship Selection Committee for 4 years

Professional Experience

Lake Superior Youth Theatre *October 2012*

Artistic Director

- Hires, supervises and evaluates artistic personnel including directors, performers, designers, and stage managers
- Hires, supervises and evaluates key technical personnel
- Develops, implements, and evaluates programs for the year
- In coordination with executive director, provides all marketing and public relations support for organization
- Works with executive director and develops annual program budget
- Acts as a spokesperson for the organization's artistic purpose via speaking engagements, public and social appearances, and, as requested, at fundraising events and solicitations
- Fosters the development of good relations with other cultural organizations by participating in meetings and joint activities where appropriate
- Reports to the Board of Directors on a regular basis to give an update on artistic activity
- Supervises the maintenance of written procedures manual for technical and production staff
- Directs at least one production per season

Northern Michigan University-Theater Department *August 2011*

Graduate Artistic Intern-Box Office Manager

Global LT *June 2011 to present*

Relocation Specialist

- Assist clients from overseas with relocation services to Marquette, Michigan.

City of Marquette Arts and Culture Center
Arts Administration Director (see Coordinator description)

July 2009 to August 2011

City of Marquette Arts and Culture Center
Arts and Culture Coordinator

October 2005 to July 2009

- Effectively planned, organized and coordinated cooperative efforts between various community groups, arts and culture organizations and the City of Marquette
- Managed staff, staff training and volunteer coordination
- Set and managed arts department fiscal budget
- Arts management, arts center management, programming and facilitation, retail and gallery management, youth theatre program directing and management
- Financial management, marketing, grant writing and advisement for arts and cultural organizations
- Executive office management of Lake Superior Theatre Inc. summer theatre and Marquette Symphony Orchestra
- Worked with elected officials and city committees on special projects
- Developed fundraising for arts center, youth theatre and various arts and cultural organizations
- Planned economic development and downtown revitalization projects in Marquette community
- Applied knowledge of practices and techniques applicable to building legislative coalitions
- Knowledge of communication and public relations methods, practices and techniques
- Obtained various grants for multiple arts organizations and community events
- Managed and directed year long youth theatre program
- Developed and co-chaired city wide festivals
- Worked strategically with Parks and Recreation and Senior Services on events, programming, and strategic planning
- Management of arts center space

City of Marquette Arts and Culture Center
Youth Arts Education Director

May 2002 to current

- Training and supervision of 3-5 clerical aides, 10-20 summer theatre staff and youth theatre volunteers
- Grant writing, fundraising, marketing and publicity for multiple arts organizations
- Development and implementation of year round youth theatre program
- Setting and maintaining youth theatre fiscal budget, implementation of donor program
- Quarterly arts center workshop coordination, instructor hiring and publicity
- Special events and program implementation and coordination of arts center and community collaborative projects
- Establishment of yearly timeline and publicity schedule
- Directing 3 main stage performances annually, instructor of various workshops & Marquette Alternative High School Drama
- Directing various city, community and school workshop special event performances and choirs
- Management of summer theatre including company management and administration duties
- Organization received 2004 Michigan Governor's Arts Award for Cultural Institution

Additional Experience

First Nighters Club Board of Directors

2011 to present

Serving on board for a recognized NMU foundation creating opportunities for student artists and supporting the theatre community of Marquette and the surrounding areas.

City of Marquette Communications Committee

2010

Served on committee to draft city communications plan, internal and external communications, and public relations campaigns for specific issues. Committee included Assistant City Manager, City Clerk, Downtown Development Executive Director, Information Systems Director, and Executive Assistant to the City Manager.

Michigan Municipal League 21st Century Community Committee

2009

Committee for the City of Marquette to present video and presentation at state wide Michigan Municipal League conference.

Downtown Community Art Project- Speed Skating Skates	2009
Coordinated community art project for US Speed Skating Olympic Trails and World Cup events.	
UP Children's Museum Off The Wall Fundraiser Committee	2009
Global Tales Storytelling Festival Committee	2008 to present
Coordinated month long series of events for storytelling festival including cultural events and presentations.	
Downtown Marquette Pirate Festival Co-Chair	2008
Co-Chaired committee for two week city wide festival.	
Downtown Marquette Harry Potter Festival Committee Member	2007
Served on committee for weekend long city wide festival.	
Pine Mountain Music Festival- Board of Directors	2007 to present
Summer performing arts festival featuring opera, symphony, and chamber music for a 5 week season in the summer featuring over 40 performances in various cities across the central and western Upper Peninsula of Michigan	
ArtServe Michigan- Board of Directors	2006 to 2011
Merged Oct. 1, 2006 with Michigan Association of Community Arts Agencies to become a statewide organization for arts education, services to artists, volunteers and cultural advocacy	
Michigan Association of Community Arts Agencies-Board of Directors	2006
Statewide arts organization providing services and advocacy to arts organizations and artists	
Marquette Cultural Institutions Committee	2005 to 2011
Marquette museum and cultural institutions directors. Group promotion and collaborative projects. Worked on tourism brochure and Maritime Month.	
Marquette Area Public Schools Kaufman Steering Committee	2005 to present
Strategic planning, fundraising, beautification, capital improvements and public relations of public school and community 800 seat auditorium.	
City of Marquette Arts and Culture Committee	2005 to 2011
Strategic planning, arts advocacy, community arts planning and department committee. Served as city liaison.	
Local Cool Cities Advisory Committee	2004 to 2006
State of Michigan City economic development initiative committee	
Committee received \$100,000 grant and became one of 21 cool cities of Michigan against 110 applicants	
<ul style="list-style-type: none"> ▪ Planning, coordination and publicity regional forum, citywide forum and citywide entrepreneur forum ▪ Developed website ▪ Developed city wide survey ▪ Assistance in design of City of Marquette Statewide Cool Cities presentation power point 	
Lake Superior Theatre Inc. Board-Production/Company Manager	2002 to 2012
<ul style="list-style-type: none"> ▪ Yearly goal setting, planning and evaluation ▪ Setting of fiscal budget, season budget monitoring/reporting ▪ Yearly organization and employee tax reporting ▪ Payroll and payroll distribution ▪ Season show selection, casting management/assistance ▪ Staff hiring, training and management ▪ Donor, sponsorship and program ad coordination, special event and donor event planning/coordination ▪ Season publicity design, press writing and coordination ▪ Grant writing 	

City of Marquette Sister Cities Committee Liaison- Finland and Japan

2002 to 2011

- Serving secretarial/treasurer duties
- Fundraising for delegation visits, Sister Cities room and public garden
- Served on sub-committee for 25th Anniversary delegation 8 day visit and community events
- Served on sub-committee to implement International Artist Exchange program
- Served as 2005 delegate to Japan
- Headed sub-committee for hosting youth education and arts exchange in 2008
- Headed sub-committee for hosting first visiting artist to the United States in 2008

Grant Writing

2001 to present

- Various grants written and co-written for multiple arts organizations

Marquette City and County Cultural Assessment

2005

- Workshop participant and results compilation and reporting

City of Marquette Employee Committee

2004

- Developed city mission and vision statement
- Developed city employee and inter-departmental policies, employee newsletter and awareness events

National Civic League All-America Cities Presentation Director

2003

- Directed winning Washington D.C. national presentation and served as a delegate