

Colleen M. Okolski

1652 North Maple Rd. Ann Arbor, MI 48103
Mobile: (734)-368-6418
Email: cmayokolski@gmail.com



EMPLOYMENT EXPERIENCE

Professional Figure Skating Choreographer and Coach, Show Director, and Creator, March 2006-Present

Ann Arbor Figure Skating Club, Ann Arbor, MI

Instruct, demonstrate and choreograph programs for amateur and elite athletes preparing for regional and national levels of competition

Create storylines, write scripts and cast characters, while maintaining complete oversight of choreography, artistic expression, promotional material, light sequencing, audio editing, set-design, wardrobe and photography

Melody on Ice, ice show, Spring 2011 & 2007

Directing over 200 skaters, with three shows of 3,000 audience members per show.

Develop agendas and organize weekly meetings to delegate responsibilities to planning committees, volunteers and performers

Hire, supervise and evaluate performers, designers, and stage managers as well as key production and technical staff

Adhere to the budget, produce event schedules and coordinate promotional performances

Manager, June 2009-March 2011

The Cube Café at the Ann Arbor Ice Cube, Ann Arbor, MI

Catered to guests' needs and exceeded expectations while delivering quality service in one of Michigan's premier ice and fitness facilities

Earned supervisors acknowledgement for excellence in customer care and satisfaction

Facilitated a revised brand identity and implemented it in the cafe's renovation

Developed budgets, produced work schedules, processed orders and managed inventory

Trained and supervised new staff members on cafe procedures and general operations, which included, but not limited to: teaching menu presentations, selling/lup-selling techniques, and opening/closing tasks

Personal Trainer, July 2006- December 2007

Gold's Gym, Ann Arbor, MI

Trained youth, amateur and elite athletes in conditioning drills for speed, agility, strength, power, stamina and injury prevention

Produced independent exercises for clients, providing them with in-depth information on equipment usage and lifestyle management techniques

Instructed members various group fitness classes, resulting in a 3% increase in membership acquisitions

Coordinated advertising events that promoted health and fitness awareness to the community

EDUCATION

Washtenaw Community College: Ann Arbor, MI

April 2013: anticipate receiving Associates in Arts, Emphasis in Entrepreneurship and Marketing Relevant Coursework and Independent Research: Technical Theatre, Educational Drama, Dance, Photography, Computer Graphics, and Communication

RELEVANT EXPERIENCE

United States Figure Skating Association, Professional Member

Professional Skaters Association, Member

USA Triathlon, Active Member

Northridge Church Student Ministries Volunteer

Northridge Church Saline Creative Arts and Tech/Stage Team Volunteer

US Pairs Figure Skating Competitor and Show Performer

USA Hockey Developmental Program, Intermission Performer

American Red Cross, First Aid Certified

AFFPA Certified Personal Trainer

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May 25, 2012
Creative Arts Team
Northridge Church
49555 North Territorial Rd.
Plymouth, MI 48170

To Whom It May Concern,

As an athlete, professional coach, choreographer and creative director, I have learned to employ innovative problem solving techniques to aide in the actualization of my creative ideas into a visual performance, while simultaneously leading a team of students and volunteers on and off the ice. My skills and experience parallel how Northridge incorporates imagination and creativity in its vision for discovering, developing, and experiencing Christ in a community setting.

The opportunity to design and write the 65th and 69th annual productions of Melody on Ice allowed me to showcase the beauty of movement, and the talents of those who I had the privilege of leading. While managing and maintaining complete oversight of choreography, light sequencing, promotional material, audio editing, set-design, wardrobe and photography, I was given the privilege to facilitate and inspire the empowerment of those who worked beside me.

Motivated by the ability to be given the chance to encourage those I work with and get my creative vision across, my portfolio embodies the dedication and uniqueness of my work and myself. With a constant thirst for knowledge, relevant coursework and independent research, I have furthered my pursuit in the creative arts; confident with my dream to use all the talent God has given me for His glory.

I look forward to meeting with you to discuss my qualifications and potential to be an instrumental part of Northridge Church as the lighting designer.

Thank you for your time and consideration.

Sincerely,

Colleen Okolski

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