



CHLOE SWINDLER

ARTS ADMINISTRATOR, EDUCATOR, AND DIVERSITY CONSULTANT

PERSONAL PROFILE

As an arts administrator, I specialize in diversifying higher education programming and academic infrastructure, music administration, and community leadership.



www.chloeswindler.com



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EDUCATION

University of California, Los Angeles Herb Alpert School of Music

Doctor of Musical Arts | Currently Enrolled

Yale School of Music

Master of Music | Awarded May 2019

Boston University College of Fine Arts School of Music

*Bachelor of Music | Awarded May 2017
[Royal College of Music] | Study Abroad - Fall 2015*

ADMINISTRATIVE WORK

UCLA Herb Alpert School of Music

*Anti-Racism Action Committee Co-Chair | 2020 - present
Head of the Culture of Academia Sub-Committee*

Yale School of Music

*Student Advisory Council | 2018-2019
Served as an advisor to Dean Blocker on agenda items regarding diversity, equity, inclusion, and student life*

Boston University Admissions Office

*Student Admissions Representative | 2015 - 2017
Provided tours of the University to prospective families, presented admissions speaking sessions with admissions directors on campus and in London, England, collaborated to finish assigned projects, answered phone calls and emails on behalf of the admissions office*

Boston University School of Law

*Office Assistant | 2013 - 2015
Planned and assembled mailing packets for prospective and admitted students on a monthly schedule, performed highly attentive to detail*

ASSISTANT WORK

UCLA Herb Alpert School of Music

*Teaching Assistant | September 2020 - present
Brass Department & Trumpet Studio assistant; manages enrollment, attendance, grades, scheduling, and communication; coordinates master classes with guest artists, Zoom meetings, and advertising for events; coordinated trumpet studio recruitment event, transcribed scores, and assisted with trumpet ensemble recording project*

UCLA Herb Alpert School of Music

*Teaching Assistant | January 2020 - March 2020
"The Art of Listening" music appreciation course; instructed a weekly discussion section to 40+ undergraduate students; manages enrollment, attendance, grades, scheduling, and communication*

Yale Department of African American Studies

*Research Assistant | 2017-2018
Research Assistant to Professor Daphne Brooks; gathered course materials, served as operations assistant for Guest Visiting Artist Lecture Series, and provided research aid for upcoming projects*

Boston University Residence Life

*Resident Assistant | May 2016 - August 2017
RA for Music House residents; programmed events and discussions for residents; completed weekly logs and on-call shifts; facilitated conflict management between residents*

REFERENCES

Arturo O'Farrill - UCLA HASOM

*Associate Dean for Equity, Diversity & Inclusion
Aofarrill@schoolofmusic.ucla.edu*

Daphne Brooks - Yale University

*Director of Graduate Studies,
Department of African American Studies
Daphne.brooks@yale.edu*