

Monica Rose Song

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Lives and works in Brooklyn, New York

EDUCATION

2010 The Ohio State University, Columbus, OH

Bachelor of Fine Arts: Painting, Drawing, and Printmaking

- *Magna Cum Laude*, 3.86 GPA, Graduation with Distinction, Honors Program, Art Scholars Program, Undergraduate Research Thesis Project, Departmental Scholarships, Participant in the Denman Forum, Dean's List for 6 years

Bachelor of Science and Business Administration: Marketing

- *Magna Cum Laude*, 3.86 GPA, Dean's List, Nominated for the Pacesetter Award, Fisher College of Business Scholarships, American Marketing Association

SELECTED ART EXHIBITIONS

2012	Nocturnal	Westside Fragrances Gallery, New York, NY, Group Show
2011	From the Land of Telos	Performance Art/Installation, Brooklyn, NY, Group Show
2010	Sex, Kitsch, and Theater	Silver Image Gallery, Columbus, OH, B.F.A. Exhibition
2010	Mosaic Art Show	Kuhn Gallery, Columbus, OH, Mosaic Magazine Group Show
2010	The C-Note Art Show	Junctionview Studios, Columbus, OH, Group Show
2010	Shh!!	What The Rock?!, Columbus, OH, Solo Show
2010	Gesture (Inclusive)	Hopkins Gallery, Columbus, OH, Juried Group Show
2009	The Big Gay Art Show	Junctionview Studios, Columbus, OH, Group Show
2009	The C-Note Art Show	Junctionview Studios, Columbus, OH, Group Show
2009	They Want It	Silver Image Gallery, Columbus, OH, Solo Show
2009	Fergus Gilmore Exhibition	Hopkins Gallery, Columbus, OH, Juried Group Show
2009	Agora Art Show	Junctionview Studios, Columbus, OH, Group Show
2008	Shh!!	Silver Image Gallery, Columbus, OH, Solo Show
2007	Undergraduate Juried Exhibition	Hopkins Gallery, Columbus, OH, Group Show
2007	Dilenschneider Drawing Show	443 Gallery, Columbus, OH, Juried Group Show
2006	Perspectivas	MACAY (Museum of Modern Art, Yucatan), Group Show
2006	Scholars Juried Exhibition	Skylab Gallery, Columbus, OH, Group Show
2006	Scholars Juried Exhibition	Roy G Biv Gallery, Columbus, OH, Group Show

WORK EXPERIENCE

Current Post-Production Coordinator for Vision Post at Grey New York

- Responsible for managing the acquisition, storage, organization, and use of all TV Commercial Assets in the Vision Post internal library as well as archival storage facilities
- Coordinate between Account Executives and the Vision Post team in regards to fulfilling client requests; working with the dub room as well as producers to complete projects
- Acting liaison between Vision and departments all over the agency such as Accounts, Production, Traffic, Business Management, Finance, New Business, and Human Resources to complete necessary Post-Production jobs, billing, and answering general questions
- Responsible for all administrative duties such as paperwork and payment in regards to freelancers, payroll, external vendors and project costs, scheduling, supplies, and invoices
- Ability to multitask in a fast-paced environment whilst remaining cheerful and organized

2010 Live Events Coordinator for the Big Screen Project, New York, NY

- Responsible for representing and coordinating Big Screen Project's live events, scheduling employees to work during live events, liaising between Big Screen Project and

collaborative organizations, operating the 30ft x 16ft LED Screen and audio components, distributing headsets, ordering all catering for events, and greeting guests

- Responsible for client relations and coordination with content providers, JD Carlisle associates, and Bar Basque Restaurant, Food Parc, and Eventi Hotel staff and management
- Administrative and Curator Assistant duties such as outreach for potential content providers, sponsors, and clients; answering phones, file ripping, conversions, and organization; liaising between the Curator and Production departments, ordering office supplies, and directing clients to the appropriate staff member

2010 Art Department Assistant and Artist for Riding Hood Motion Pictures, New York,

- Responsible for duties within the art department on the independent film, *Transatlantic Coffee*, including creating multiple paintings in a variety of styles for different characters and scenes, installing artwork on set, designs and sketches for artwork and visual aspects of the film, assistance in the makeup department, and production assistant duties
- Contributed heavily to reconstructing, designing, and dressing the different sets
- Other responsibilities included swing, purchasing and delivering materials, petty cash, organizing equipment, set dressings, and props, plus errands and lots of heavy lifting

2010 Producer/Director/Editor of an Educational Film on Plagiarism for Ohio State University

- Created an educational video about plagiarism for students at The Ohio State University
- Responsible for all casting, pre-production, scripts, filming, directing, and editing

2010 Editor/Co-Producer/Digital Media Specialist for *Writers Talk*, Columbus, OH

- Responsible for all Editing and Post-Production tasks as well as Co-Producing a talk show sponsored by The Center for the Study and Teaching of Writing at The Ohio State University and airing throughout Ohio on the Ohio Channel, WDEM radio, WCRS radio, WOSU, and other Ohio State University programming
- Other responsibilities included pre-production, research, filming episodes, occasionally hosting the show, editing audio segments for radio, logging, transcribing, and digital media organization

2009 Production/Post-Production Intern on *Wife Swap* at RDF Media, New York, NY

- Production intern during Manhattan filming: responsible for various location and crew needs, personal release forms, directing pedestrian traffic, and coordinating extras
- Post-production intern: responsible for logging, transcribing, and time code checks

2009 Marketing and Post-Production Intern at MaxCvision Productions, New York, NY

- Editing, filming, and logging for documentaries and independent films by Maxi Cohen
- Marketing, outreach, and organizing databases for upcoming shows, photography, video art
- Research and preparation for various documentary and photography projects

2008 Gallery Assistant at Rokeby Contemporary Art Gallery, London, England

- Responsible for updating cliental database and artist database as well as the Rokeby Gallery website; developed press catalogue and promotional aspects for the gallery
- Contributed to daily operations by answering phones, greeting clients and directing them to the right staff members, packaging artwork and organizing press releases
- Prepared for September exhibition by purchasing installation supplies and materials
- Artist assistant and figure model for contemporary artists Gideon Rubin and *WITH*

2006 Assistant Manager and Caricature Artist at Creative Caricatures Toledo, OH 2001- 2006

- Responsible for meeting or exceeding set overall sales goals, maintaining a positive and productive work environment, and continuous excellent customer service; maintained highest weekly caricature sales; recruited, trained, and developed schedules for artists

INTERNATIONAL EXPERIENCE

2007 Study Abroad in the Yucatán Peninsula, Mexico

- Studied Mayan culture and the ancient Mayan cities; contemporary Mexican art and culture

2007 Study Abroad in Florence, Italy at Academia Italiana

- Studied painting, figure drawing, and Italian culture and language

SKILLS

- **Personal Skills:** Creative, Enthusiastic, Strong Work Ethic; Ridiculously Obsessive Planning, Organization, and Time Management Skills; Excellent Written Communication and Problem Solving, Experience working in the fast-paced advertising environment
- **Computer Literacy:** Adobe Photoshop, Final Cut Pro Suite, MeSoft Select, Microsoft Office, MAC/PC Platforms, Audacity, File Maker Pro
- **Editing:** Very comfortable editing in the Final Cut Pro Suite as well as DVD Studio Pro
- **Production:** Understand aesthetics, framing, and composition whilst filming, proficient in the operation of Panasonic AG-HMC40P Cameras, basic photography, lighting, and audio operation
- **Woodshop Training:** Trained to make panels and stretchers; competent using the band saw, table saw, miter saw, panel saw, nail gun, router, disc grinder, and various carving tools.
- **Painting/Printmaking:** Experience with oil paint and mediums, acrylic, tempera, watercolor, house paint as well as the lithography, intaglio, serigraphy, relief, and monoprint processes

AWARDS AND HONORS

- 2009 Charles W. Massey and Ola Belle Massey Printmaking Endowment Fund
- 2009 Richard J. and Martha D. Denman Undergraduate Research Forum
- 2009 Robert and Marion Gatrell Undergraduate Student Art Award
- 2009 Fisher College of Business Undergraduate Scholarship
- 2009 Excellence in Scholarship Award, Arts and Sciences Spring Recognition
- 2009 Undergraduate Research and Creative Activities Colloquium
- 2009 Arts Undergraduate Research Scholarship
- 2009 Arts International Travel Grant to London, England for Internship Abroad
- 2009 John Fergus Family Memorial Fund Scholarship
- 2009 Undergraduate Student Government Research Scholarship
- 2008 Undergraduate Research Scholarship – Honors Committee of the College of Arts & Sciences
- 2008 Fisher College of Business Undergraduate Scholarship
- 2008 Charles W. Massey and Ola Belle Massey Printmaking Endowment Fund
- 2008 Robert and Marion Gatrell Undergraduate Student Art Award
- 2008 Undergraduate Student Government Research Scholarship
- 2008 Arts International Travel Grant to Florence, Italy for Study Abroad
- 2005 Key Bank Scholarship
- 2004 Office of Minority Affairs – Morrill Scholars Program – Four Years