

# Jenna Hamed

## PROFESSIONAL

### **Center for Book Arts (CBA), NYC — *Programs Manager***

2018 - PRESENT

Supervise 3 part-time staff, 20+ instructors, and 20+ volunteers and interns. Implemented the project management system for organizing exhibitions, courses, artist residency programs, and publication projects, improving workflow efficiency by 55%. Facilitate creative collaborations for literary publications and events, arts classes, lectures, and seminars. Regularly work with notable artists, researchers, curators, and writers to coordinate programs and publication projects.

### **Independent curator, educator, writer, & editor, NYC**

2014 - PRESENT

Regularly organize and facilitate community workshops on fine art and creative writing. Copy Editor for Ugly Duckling Presse. Proofread 5+ works for spelling/formatting errors and translation inconsistencies. Co-editor of forthcoming book, *Concentric Circles: In Search of an Arab American Art Scene*, under exclusive review with Syracuse University Press. Panel organizer and moderator of upcoming discussion: *Process & Collaboration: Designing Poetry Chapbooks* with CUNY (City University of New York). Guest Editor of Frow Magazine (2018) and Protest Magazine (2018). Guest writer for Sukoon Magazine, Newtown Literary, and Jadaliyya.

### **GAMA Collective, NYC — *Curator***

2017 - 2020

(Gathering All Muslim Artists) Cultivated the creative mission and strategic planning of the organization by developing innovative programs and strategizing audience outreach through Instagram and Facebook, creating 3 weekly posts to showcase artist highlights. Curated 3 art exhibitions for greater visibility and increased opportunities for American Muslim artists. Spearheaded partnerships with 2 different publications offering to publish stories of American Muslim artists.

### **AANM, Dearborn, MI — *Educator, Store Curator***

2015 - 2017

(Arab American National Museum) Trained tour guide. Led forums, dialogues, workshops on Arab American art, culture, and poetics. Established relationships with over 100+ vendors and artisans to sell products, grossing \$50,000 in museum store sales.

## EDUCATION

### **New York University,** NYC — M.A. in *Arts Politics*

Focused research on artistic and literary production, curatorial practice, and archiving methodologies.

### **Eastern Michigan University, Ypsilanti, MI** — B.S. in *Apparel, Textiles & Merchandising*; *Minor in Fine Art*

## SKILLS

Proficient in arts administration, project management, Adobe Creative Suite, Microsoft Suite, Google Workspace, curatorial affairs, community organizing, publication production, event planning (online and in-person events), writing and negotiating contracts, budgeting, social media strategizing, artistic collaborations.

Significant background in design, photography, fine arts, creative and academic writing.

## ENGAGEMENTS

### **Brooklyn Arts Council**

Application Review Panelist for 2019, 2020, & 2021 grant cycles for literary programs.

### **Cooper Hewitt Smithsonian Design Museum**

Advisor: Contemporary Muslim Fashions Exhibition in 2019

### **Organizer of Lecture Series at CBA**

*Radical Legacies in Contemporary Creative Work* (2021): Conversation series with artist activists. *Between Heritage & Modernity* (2020): Series on Arabic Typography; *Book Arts Toward Liberation* (2020): Conversation series with Black book artists and cultural practitioners. *Women in Publishing* (2019); Series on history and practice of publishing.