

Sally Jane Brown

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REMOTE ARTS AND NONPROFIT ADMINISTRATOR

Passionate arts leader and strategic advisor with a strong track record in nonprofit program management. Skilled in curating exhibitions, driving impactful projects, securing funding, and building meaningful partnerships. A dynamic collaborator who streamlines processes to advance organizational goals. Committed to innovation and thought leadership through research, publications, presentations, residencies, and exhibitions.

- **Research & Documentation:** Research, write grant applications, and document and presentation preparation around arts and nonprofit themes and projects.
- **Calendar & Event Management:** Coordinate schedules, meetings, and events for organization and creative projects, ensuring seamless execution and timely delivery.
- **Communication Oversight:** Maintain consistent, professional written and verbal communications, with internal and external stakeholders and partners, including drafting responses.
- **Project Coordination:** Managed multiple project and exhibition timelines, ensuring all deliverables were met within deadlines to support organization and artistic goals.
- **Applications and Digital File Management:** Adept at Microsoft Office, Google Drive, Dropbox, Teams, OneDrive, Adobe, and Canva, to ensure efficient collaboration.
- **Social Media & Marketing Support:** Provide basic social media and press support, creating content and designing posts to increase visibility for creative initiatives.
- **Independent and Driven Remote Worker:** I am ambitious and self-starting. I work well in remote and hybrid environments, am flexible, and enjoy traveling.

EDUCATION & CERTIFICATIONS

Master of Public Administration / University of Nebraska-Omaha, Omaha, NE

Specialization: Nonprofit Management

Thesis: How Do State Arts Appropriations Affect State Economic Growth?

Master of Arts, Art History / West Virginia University, Morgantown, WV

Thesis: Revealing Judy Chicago's The Dinner Party: An Analysis of the Curatorial Context (including interviews with Chicago and her curatorial team)

Graduate Certificate, Women's & Gender Studies / West Virginia University, Morgantown, WV

Bachelor of Arts, Studio Art / University of Nebraska-Lincoln, Lincoln, NE

Minors: Art History and English

PROFESSIONAL EXPERIENCE

DIRECTOR AND CURATOR OF CREATIVE INITIATIVES

2017 – Present

West Virginia University Libraries, Morgantown, WV

Develop and implement exhibitions in three campus spaces managing research, committee and stakeholder coordination and management, fundraising (including identifying, securing, and managing grants and sponsors), outreach with campus and community partners, and program execution, design, installation, and travel regionally.

- Coordinate and manage events from planning and promotion to execution and communications.
- Curate 80+ exhibits, such as “Indigenous Appalachia,” “Women and Water,” “Canvas(s)ing the Politics of Voter Suppression Since Women’s Suffrage,” and “Food Justice Appalachia,” among many others.
- Design and present collaborative, creative initiatives including the first-ever Morgantown Public Art Guide with the Art Museum of WVU, the Inclusive Portrait Project, the Feminist Activist Artist in Residency Program, and other projects to promote the arts in the community and beyond.
- Hire and guide a diverse cohort of assistants and contractors on innovative creative endeavors.
- Successfully secure funding for exhibitions by writing grants, conducting research, and obtaining sponsors.
- Oversaw the revamping of the arts program mission, available spaces, and exhibition processes.
- Create and manage Virtual Program Offerings, including virtual tours, programs, and exhibitions.
- Initiate and manage creative projects with classes, faculty, community, and other collaborations around social justice and contemporary topics, virtually and in conjunction with exhibitions.

GRADUATE TEACHING ASSISTANT

2014-2016

West Virginia University College of Creative Arts, Morgantown, WV

- Assisted art history professors with creating content, substituting, and tutoring students to maximize learning outcomes.
- Authored award-winning thesis paper and contacted renowned feminist artist Judy Chicago to identify missing information now available with interviews. Received multiple awards for research.

CURATORIAL PROJECTS & PUBLICATIONS

2006 – Present

- Research, collaborate, jury, and invite artists, secure venues, and install and promote group exhibitions nationally and virtually, such as “Feminists Connect” at Charles Adams Gallery, TX.
- Research, write, and publish scholarly essays and critical reviews around feminist art, curating, and women artists for journals such as *Woman’s Art Journal*, *Hyperallergic*, and others.
- Secure individual grant funding and attend and participate in national and international art conferences, residencies, exhibitions, and online networking/conversations.
- Research, guest lecture, and teach classes around art history and public administration.
- Contributing writer to *Borshch of Art: Discovery Database*, writing features on Ukrainian artists.
- Art editor for *Thimble Literary Magazine*.
- Wrote a weekly arts column for the *Omaha Reader*, provided audio art reviews for the *Omaha Public Radio*, illustrated a weekly opinion editorial for Lincoln’s *Daily Nebraksan*, and edited a blog interviewing women artists worldwide, *Les Femmes Folles*.