

GINA SCARPINO

(650) 353 8533



gina.scarpino24@gmail.com



ginamscarpino.com



780 E. 2nd St., #2K
Brooklyn, NY 11218



CERTIFICATIONS

- Instagram for Business (May 2017)
- Facebook (May 2017)
- Google Analytics (May 2017)
- Twitter Flight School (May 2017)

ADDITIONAL EXPERIENCE

- Guest Services Support for Mamby on The Beach and Spring Awakening Music Festivals (June 2017)
- Artist Credential Support for Firefly Music Festival (June 2017)
- VIP Assistant for Kidz Bop: Best Time Ever Tour (June 2017)
- VIP Assistant for G Dragon ACT III MOTTE tour (July 2017)
- VIP Assistant for Mary J. Blige's Strength of a Woman Tour (July 2017)
- Platinum Host for Lollapalooza Music Festival (August 2017)
- VIP Assistant for Chance The Rapper's Be Encouraged tour (September 2017)

EDUCATION

COLUMBIA COLLEGE CHICAGO, CHICAGO, IL, MAY 2017
B.A. IN MUSIC BUSINESS MANAGEMENT, JOURNALISM MINOR

- PR Writing class in Nashville during winter of 2016
- Writing Abroad class in Rome during winter of 2015
- Member of the GRAMMYU Chicago Chapter
- Coordinated AEMMP Record's Unofficial SXSW showcase in March 2017

WORK EXPERIENCE

BEYOND THE STAGE MAGAZINE, CHICAGO, IL, JUNE 2017 - PRESENT
PHOTO EDITOR

- Responsible for keeping the publication's files, graphics, and databases organized for the staff
- Coordinated and posted all visual content to Beyond The Stage's social media channels
- Communicated with staff to organize upcoming digital and issue content

INTERSCOPE RECORDS, CHICAGO, IL, OCT. 2016 - SEPT. 2017
PHOTOGRAPHER

- Photographed the label's artists when they come through Chicago on tour for the label's social media channels
 - Artists include OneRepublic, The 1975, and Machine Gun Kelly

LINCOLN HALL + SCHUBASTAVERN, CHICAGO, IL, SEPT. 2016 - MAY 2017
DAY OF SHOW INTERN

- Performed various hospitality tasks per the artist's request
- Sold merchandise for opening and headlining artists
 - Artists include Dan Layus, Tokyo Police Club, and Eden
- Allocated and balanced hospitality costs for show settlements

BOWERY PRESENTS, NEW YORK, NY, JUNE 2016 - AUGUST 2016
MARKETING + DESIGN INTERN

- Created flyers and posters for upcoming concerts
- Generated email campaigns for concerts and specific target markets
- Updated & posted event details to socials (Twitter, Facebook, Instagram)

HOPE FOR THE DAY, CHICAGO, IL, AUGUST 2015 - JULY 2016
SOCIAL MEDIA MANAGER

- Managed Facebook, Twitter, Snapchat and Instagram accounts
- Produced creative, fun, and informative online content
- Planned and managed table set-ups at concerts, art shows, and other events

KEY SKILLS

- Deadline driven
- Strong organizational skills
- Advanced photography skills
- Detail oriented
- Creative thinker
- Works well under pressure
- Can type 89 words per minute
- Strong multitasking skills
- Advanced copy editing skills
- Proficient with Adobe Creative Suite
- Proficient with Microsoft Office
- Strong verbal and written communication skills