

Allison Prost

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EDUCATION

University of Michigan, Ann Arbor	December 2016
Bachelor of Music: Vocal Performance with Teaching Certification Minor: Performing Arts Management	
Masters of Music: Vocal Performance	Expected: April 2019

ADMINISTRATIVE EXPERIENCE

Board Member, Arbor Opera Theatre, Ann Arbor, MI	October 2015-present
<ul style="list-style-type: none">Attend monthly meetings with a 6-member board to discuss managerial decisions concerning AOT	
Choir Manager, M-Pulse Vocal Institute Summer Camp, Ann Arbor, MI	July 2016
<ul style="list-style-type: none">Managed SATB, SSAA, and TTBB choirs consisting of 40 high school students from all over the world for a two-week summer programSet up and tore down rehearsal and performance spacesOrganized and produced two student solo recitalsHired third party instrumental performers	
Choir Manager, Michigan Youth Ensembles, Ann Arbor, MI	Sept. 2015-March 2016
<ul style="list-style-type: none">Managed Chamber Singers: a choir made up of 40 high school students from around the state of MichiganAssisted the conductor and director by taking attendance at all meetings and attending to any of the students' needs during and after rehearsal	
President, Vice-President, Secretary, American Choral Directors Association	2013-2016
<ul style="list-style-type: none">Remained an active board member for the ACDA University of Michigan student chapterActed as standing Secretary, President, and Vice-President during academic years 2013-14, 2014-15, and 2015-16 respectivelyPlanned academic and social events for music students, fundraised for the organization, and attended multiple ACDA conferences per year	

TEACHING EXPERIENCE

Student Teaching Intern, Ann Arbor Public Schools, MI	September-December 2016
<ul style="list-style-type: none">Observed, assisted, and taught lessons to general and vocal music students in kindergarten through 8th grade at Ann Arbor Open School with Gretchen SuhreObserved, assisted, and directed rehearsals with high school students at Skyline High School with Lyn CiechanskiRehearsed, prepared, and conducted five choral pieces at Skyline's annual winter concert	

PERFORMING EXPERIENCE

Soprano Section Leader , Bethlehem United Church, Ann Arbor, MI January 2016-present

- Attend weekly rehearsals and Sunday morning performances with a small chamber choir
- Assist the conductor with warm-ups and song preparation

Soprano Section Leader, Residential College Singers, Ann Arbor, MI January-April 2016

- Attended weekly rehearsals with a small chamber choir of collegiate non-music majors
- Lead soprano sectionals by playing piano, conducting, and modeling vocal techniques

Senior Thesis Recital March 2016

- Programmed, organized, and performed an hour-long solo recital with works in English, French, German, Italian, and Mandarin Chinese

Chamber Recital, Ann Arbor, MI April 2015

- Performed a joint recital with a fellow clarinet student, consisting entirely of chamber works
- Lasted 90 minutes with a single intermission, including song cycles by Dominick Argento, Franz Schubert, Ludwig Spohr, Lori Laitman, and more

OTHER WORK EXPERIENCE

Head Host , Cardamom Restaurant, Ann Arbor, MI 2014-present

- Communicate with customers over the telephone to receive takeout orders, answer questions about the business, and handle any situations that arise
- Greet customers at the front door and seat them in the restaurant
- Organize takeout items and accommodate customer requests
- Train new employees on our computer system, phones, menu, and takeout structure

Educational Outreach Consultant , Rackham Symphony Choir, Ann Arbor, MI Sept.- Dec. 2017

- Worked with another consultant to plan, design, and create a teaching resource guide for the RSC's *Too Hot to Handel* performance outreach experience

MISCELLANEOUS SKILLS AND PROFICIENCIES

Microsoft Word, Excel, Powerpoint
Google Docs, Drive, Calendar, Mail
MuseScore, NoteFlight
Tabulating for Competitions
Guitar and Ukelele

Piano Proficiency
Supertitle Presentation
Accounting Principles
Alexander Technique
Mindfulness and Meditation