

ELIZABETH BULLOCK

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EDUCATION

- 2012 **MA, Humanities** University of Chicago, Chicago, IL
Thesis: *Identifying Ingeborg: Photographic Function in Cinematic Melodrama*.
Cinema and Media Studies program.
- 2009 **BA, Art History** Roosevelt University, Chicago, IL
Film history and theory emphasis via School of the Art Institute of Chicago transfer program.
- 2005 **AA, Photography** Truman College, Chicago, IL
Photography emphasis.

EMPLOYMENT HISTORY

- Aug. 2014-present **Fine Arts/Humanities Instructor, Truman College, Chicago, IL**
- Developed three separate curricula as frameworks for teaching Fine Arts 104 “The World of the Cinema” - Motherhood, Games and Play, and Magic.
- May 2013-present **Box Office Manager, Athenaeum Theatre, Chicago, IL**
- Researched and instituted policies and procedures as part of a new management team for historic Chicago arts center.
 - Managed phone, window, and on-line ticket sales, balanced event wraps.
 - Built and maintained a variety of performances for sale and administered customer service.
 - Instituted group and subscription sales; provided and maintained such services.
 - Coordinated a staff of up to 8 box office agents.
 - Mark papers for Dr. Patricia Erens, Adjunct Faculty.
- 2008-present **Grader, School of the Art Institute of Chicago, Chicago, IL**
- Mark papers for Dr. Patricia Erens, Adjunct Faculty.
- 2002-present **Freelance Photographer, Chicago, IL**
- Established BB Photography in 2010.
 - Specialization in event photography and portraiture.
 - Clients include Academy for Urban School Leadership (2010-2012), Chicago Humanities Festival, Grant Park Music Festival, Auditorium Theatre of Roosevelt University, Barrel of Monkeys, Les Nomades, Get Tested Illinois (AIDS awareness org.), and innumerable artists and performers.
- May 2004-Apr. 2010 **Group and Subscription Sales Manager, Auditorium Theatre of Roosevelt University, Chicago, IL**
- Supervised a staff of up to two assistant managers.
 - Coordinated group and subscription sales efforts in person, by phone, and electronically.
 - Administered subscriber services throughout the performance season, including

coordinating bi-annual appreciation events, seating, ticket issue resolutions, and all associated and sundry subscriber needs.

- Administered all group services including seating, ticket distribution, bus and restaurant coordination, and all other associated group needs.

Sept. 2001-May 2004 **Box Office and Group Sales Manager, Noble Fool Theater, Chicago, IL**

- Managed phone and window ticket sales, balanced show wraps.
- Personally handled group and subscription sales, and associated services.
- Coordinated a staff of up to 10 box office agents.
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INSTITUTIONAL INVOLVEMENT AND ACCOLADES

2013-present

Board Treasurer, Kathador Condominium Association

Managed accounting, billing, remittance, tax filing, and supervised contractual and legal questions for non-profit owner-managed condominium association.

2012 (Spring)

Research Assistant, University of Chicago

Assisted David Levin's Cinema of Catastrophe Class

2011-present

Board Secretary, Barrel of Monkeys

An arts-education organization teaching creative writing in Chicago Public Schools and performing student-written stories weekly at the Neo-Futurarium. Chaired board development committee 2016-present. Assisted on fundraising and executive committees 2011- present. Participated in strategic-planning process in 2014-15.

2005-2015

Camp Photographer, Hands Together, Heart to Art (ATRU)

Summer arts camp for children who have experienced the death of a parent.

2009

Instructor, First Year Seminar, Roosevelt University

Fall semester class establishing lasting connections with incoming Freshmen; I familiarized those students with Roosevelt and the Chicago community, maintained the class syllabus, composed and graded assignments, and submitted grades.

2009

Franklin Honor Society inductee, Roosevelt University

2008 and 2009

Workshop Co-Leader, Illinois High School Theatre Festival

With ATRU Director of Education, created and instructed performance workshops ("Performance Art & Poetry" 2008, "Fairy Tale Explosion" 2009).

May-Aug. 2008

Intern, Gene Siskel Film Center at the School of the Art Institute of Chicago

Assisted marketing director, Karen Cross-Durham.

2005-2009

Dean's List, Roosevelt University

2005

Merit Scholarship recipient, Roosevelt University

2005

Valedictorian, Truman College

2001-2005

Phi Theta Kappa member, Truman College

2001

Outstanding Achievement in Theatre Award, Harold Washington College

ACTIVITIES

Feb. 2017

Volunteer Instructor in Pretty Pit Skill-Share "Reading Movies" – skills development workshop for women.

Oct. 2010

Performer in performance art piece *HUG* with Sarah Thompson Zalek.

June 2010

Volunteer with Island Relief Charity, traveled to Eleuthera, Bahamas to aid

impoverished community libraries with Susy Siel, Director of Library Operations).

Jan. 2010

Volunteer choir member in *Too Hot to Handel: The Jazz-Gospel Messiah* at the Auditorium Theatre of Roosevelt University.

Oct. 2007

Volunteer at the School of the Art Institute of Chicago's "Bare Walls" fundraiser.

1999-present

Athletics, runner, cyclist, yogi; Danskin Triathlon participant from 2003-2009, Pleasant Prairie, WI; Chicago Triathlon participant in 2008 and 2009.