

3.31.20

Tybee Post Theatre  
10 Van Horne Ave,  
Tybee Island, GA 31328

To whom it may concern,

I am writing to express my interest in both of the positions with The Tybee Post Theatre. I have included my resume with experience listed. As you can see this is a second career for me and one that has grown to be a great passion. I hope you will see that I not only believe in community support for historic theaters, but the continuation with education (or use modernization here) for their growth for years to come.

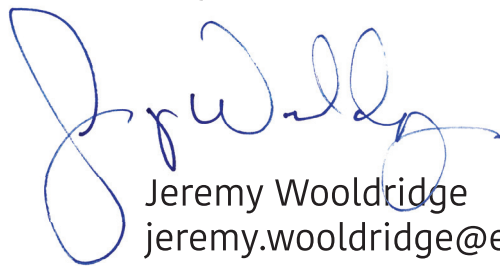
Having worked prior as an Engineering Tech for the Commonwealth of KY and a Graphic Designer, which I continue to use these skills on a daily basis, which have continued to benefit all positions I have held. Beginning in 2003 I began volunteering for the local historic theater for any and all events. At the time they were in the beginning process of rehabilitating what was lost from years of neglect and I started spending my extra time volunteering. My volunteering grew my excitement to help whatever my skill levels I could offer and I felt passionate about rebuilding the arts in downtown Frankfort.

In 2010 I was nominated to join the Board of Directors. During this time I have participated, organized, and headed several programs for the theater. I assisted in planning and executing a fundraising event called GABRAKY, a bicycle ride that crossed Kentucky north to south and typically raised \$3-5K annually. The part of the Grand Theatre I headed was the Grand Gallery committee that curated and managed the gallery in the Grand Theatre. I organized the volunteers along with the Volunteer Coordinator past and present, even at one time was my wife, Emily. My levels of volunteering continued to grow into scheduled work in addition to the duties and responsibilities of a Board Member. Any and all opportunities that have come my way for the theater have been a welcome one to learn all that I can and to continue to share the theater with the public. I continue to learn as much as I can and so I have experience with almost every aspect of the theatre. In time the subject from the President and the other Board Members to be the first Full-time employee. Eager to begin a new chapter I was able to retire early and to continue to add to my current abilities within the running of a historic theatre.

My family has vacationed in Tybee for over ten years and have enjoyed seeing the Post Theatre grow over the years, just as our Grand Theatre has. We do love the people of Tybee and always love looking forward to spending time on the island and the surrounding region, whether it is at a farmer's market, looking for new art, or watching our kids and their friends bike ride around the island.

When seeing the posting I knew I had to submit a resume. I love being part of something that brings community together and opening their arms to the arts. Entertainment continues to enrich our lives and what better place to do that than with the people of Tybee.

Please feel free to call or email me, I look forward to hearing from you.



Jeremy Wooldridge  
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# Jeremy Wooldridge

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## Experience

**30+ years** academic drawing and painting in various mediums; **20+ yrs** creating visualization projects using graphic specific software; **20+ yrs** experience creating logos, flyers, brochures, posters, and electronic presentations; **15+ yrs** web page design and maintenance. **20 yrs** volunteering and **7 yrs** working in various job duties including theatrical audio, video, lighting and operations management.

### Grand Theatre

3/2017 - Current

**Operations Manager/Graphic Designer/  
Tech Support/AV & Lighting Production**

Coordinate delivery of goods, load in/out of performing acts and visual art exhibits. Assist and supervise volunteers in office.

House manage live, stream and film events.

Maintain and oversee tech support for building and events. (ie. ticketing hardware, software, light board, sound board, projector).

Assist in booking, scheduling, marketing, fundraising, volunteer recruitment and training. Designing all on-line and print advertising and branding. Meet with local businesses and organizations to coordinate downtown business development.

### eyeDEZIGN

5/1999 - Current

**Owner/Graphic Designer**

Develop, design and create logos, campaigns, newsletters, brochures, flyers and posters.

Digital photography.

Create, update and maintain web sites.

### Broadstone Books

3/2018 - Current

**Design Associate**

Design book text & covers along with promotional graphics.

### Ky Transportation Cabinet

9/2006 - 3/2017

**Graphic Designer Coordinator**

Develop, design and create logos, campaigns, newsletters, brochures, flyers and posters for the Division and Cabinet.

Plan, prepare and conduct formal/informal training, workshops and conferences.

Take digital photographs for use with in-house and external advertising campaigns.

Create, update and maintain Division and Office intranet web sites.

## Education

**Louisville Technical Institute**

Associate Degree CADD

**Kentucky State University**

Studied Studio Art

## Awards/Organizations

- 2015 Governor's Ambassador Nominee • 2012 Advanced Leadership Academy Graduate
- 2011 Governor's Ambassador Nominee • 2010 Governor's Ambassador Nominee
- 2020 Frankfort Area Chamber of Commerce - Frankfort Leadership Graduate
- Kentucky Association of Government Communicators Board • Grand Theatre Board of Directors
- Downtown Frankfort Inc. (DFI) Summer Concert Band Selection Committee • DFI Design Committee