

El Rice

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PROFESSIONAL SUMMARY

As a concert and arts programming professional with 5+ years of experience producing live events, curating artist collaborations, and leading public-facing arts initiatives, I approach programming and event coordination with a combination of logistical expertise and creative vision. An artist, songwriter, and performing musician, I care deeply about co-creating mission-driven concerts, events, exhibitions, and classes alongside my community. Experienced in managing budgets, coordinating production teams, and cultivating partnerships with artists, venues, non-profit organizations and educational institutions, I am dedicated to using music as a vehicle for community engagement and belonging.

CORE COMPETENCIES

Grants & Awards: Colorado Business Committee for the Arts (CBCA) Career Advancement Grant Recipient (2026); CBCA Advancing Creative Intensive scholarship recipient (2026); Louisville Cultural Council Grant Recipient (2023)

Skills: Teaching, Lesson Planning, Student Coordination; Songwriting & Improvisation; Grant Writing & Review; Event, Concert & Festival Production; Artist Relations; Program Coordination; Budget Management; Vendor Negotiation; Team Leadership; Accessibility Planning; Mentorship

Technologies: MuseScore Studio, Garage Band, Virtual Lessons via Google Meets or Microsoft Teams, Canva, Mailchimp, WordPress; Live Sound & A/V systems.

Languages: Portuguese (Advanced), French (Intermediate), Spanish (Intermediate)

PROFESSIONAL EXPERIENCE

Self-Employed

Private Lessons Instructor

Sep 2025–Present

- Teaches cello, beginning guitar, and songwriting lessons online and in-person.
- View my teaching statement & learn about my studio [here](#).

Denver Arts and Venues

Grant Reviewer - Denver Creates Fund

Sep–Nov 2026

- Reviewed grant applications submitted by artists and organizations, rating them based on project alignment with priorities outlined in the the Denver Creates cultural plan

Swallow Hill Music*Concerts, Project & Events Specialist**Apr 2026–Present*

- Coordinated Swallow Hill Music's 2026 Indiewood Street Festival, an outdoor music festival in Englewood, CO, serving ~1,000 guests, resulting in a successful and streamlined festival produced in under two months.
- Provided project management support, local business and partner outreach, staffing coordination, team leadership, rental and vendor coordination, budgeting assistance and on-site support for events during the 2026 summer concert season.

Renée Crown Wellness Institute – University of Colorado Boulder*Event Coordinator & Project Manager**Aug 2023–Dec 2025*

- Directed large-scale public events, performances, and exhibitions for audiences of 200+, blending arts and wellness to support community connection.
- Oversaw concert and event logistics including booking, technical coordination, travel, hospitality, and production schedules.
- Collaborated with artists, faculty, and venue teams to curate high-quality live programs aligned with the institutional mission of improving mental health for young people, parents, and teachers.
- Managed budgets, vendor contracts, and accessibility initiatives to ensure equitable and seamless event experiences.

Dana V Music*Private Music Instructor**Dec 2021–Jun 2025*

- Taught private cello, guitar, and songwriting lessons to children and adults.
- Produced and led group songwriting and performance workshops focused on confidence, resilience, and creative growth for first-time performers.
- Designed and taught specialized workshops for LGBTQ+ adults, emphasizing self-expression through songwriting, and organized a series of showcases for workshop participants to gain experience performing their original songs.

Ensemble Music Schools*Staff Writer & Content Creator**May 2022–Aug 2023*

- Created instructional materials for 30+ partner schools, including an operations guide used to train new general managers in all aspects of their role.
- Developed concert program and multimedia content templates to assist new GMs in supporting, managing, and advertising student recital performances.

General Manager*Nov 2019–May 2022*

- Supervised a 27-member staff of educators and admin; implemented training, scheduling, and professional development.

- Managed recurring concert series, teacher and student recitals and showcases, handling performer and accompanist scheduling, technical setup, and audience logistics.
- Strengthened relationships with local non-profits, performers, and families, boosting attendance and community participation in school events.

History Colorado Center

Guest Services Agent

Jul–Nov 2019

- Supported live programs and public events, coordinating visitor flow and supporting volunteer teams, on-site production and set-up needs.
- Ensured accessibility and technical continuity for exhibits and performances, troubleshooting exhibit A/V during events and tours.

Robert E. Brown Center for World Music – University of Illinois

Graduate Assistant

Jul 2018–May 2019

- Supported artist residencies and concerts featuring international and national musicians; coordinated logistics, hospitality, and outreach.
- Created press releases, program notes, and promotional materials for performance series and workshops.

University of Illinois, Urbana-Champaign

Graduate Teaching Assistant

Aug 2018–May 2019

- Taught 80-student “Intro to World Music” course; integrated live participatory performance and cultural programming into curriculum.

Smithsonian Folkways Recordings

Digital Archives & Web Content Intern

2014–2015

- Researched and maintained digital archives for global music collections; contributed to archiving UNESCO Recordings project.

EDUCATION

University of Illinois at Urbana-Champaign – Graduated 2019

M.M. in Ethnomusicology, Minor in Museum Studies | GPA: 3.89

American University – Graduated 2013

B.A. in Music, *Cum Laude* | GPA: 3.67

Universidade Federal de Pernambuco (Brazil) – Completed 2009

Certificate, Intensive Portuguese for Foreigners