



# bec massey

s e w t h r e a d y @ g m a i l . c o m

## contact

**Mobile** 0422020872  
**Home** (02) 66888341

## experience (arts/management)

### **Business Owner| Arts Facilitator 2009-2015** **Little Carrot Productions**

- Managed at least 8 major events per year ranging from 50 - 1200 participants.
- Effectively communicated (verbally and via email) with clients, employers, presenters, subcontractors and communities.
- Facilitated art workshops with children and adults from diverse backgrounds.
- Used Word and Excel frequently for creating quotes, schedules and budgets.
- Experience working with Indigenous communities.
- Created and maintained website and social media content.
- Trained small groups including volunteers.
- Mentored younger designers/artists.

### **Artist|Workshop Manager** **LightnUp**

**2004-2015**

- Roles: Facilitator, Artist, Project Manager, Performer, Supervisor, Logistics.
- School Workshop Program Coordinator (06/07)
- Community Lantern Project Coordinator (08)
- Experience working with Indigenous communities, youth and people with disabilities.

## profile

I am 35 years old and have a small business/events management background. I am looking to utilise my current skill set and expand through new work opportunities. I have worked with communities all over Australia, tailoring events and art projects to their budget, scope and local icons. I am currently starting a sewing business creating reusable products from upcycled vintage materials.

## education

Certificate III Micro Business Operations (NEIS)	<b>2018</b>
Certificate II Horticulture	<b>2017</b>
Diploma of Events	<b>2016</b>
Diploma of Tourism and Travel	<b>2016</b>
Statement of Attainment Certificate II Aviation Transport Protection (Checked Baggage Screening)	<b>2016</b>
BA in Visual Art Southern Cross University	<b>2002-2005</b>

## skills

- Multitasking
- Administration
- Time Management
- Scheduling
- Budgeting
- Attention to Detail
- Community Liaison
- Managing Volunteers
- Teamwork Facilitation
- Logistics
- Stage Management
- Social Media
- Sculptural Design
- Construction



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## qualifications

**First Aid** 2017

**Responsible Service of Alcohol (RSA)** 2016

**Food Safety Supervisors Certificate** 2016

**Working with Children Check (WA)** 2015

## experience (hospitality/retail/other)

**Cavanbah Centre (Byron Bay)** 2017/18

- Customer Service.
- Meeting room set up.
- Maintain cleanliness.

**House With No Steps Dehusking (Alstonville)** 2017

- Teamwork
- Assisted in effective workflow.
- Worked with people of all abilities.

**Red Feathers and a Hula Skirt Retail Assisant (Perth)** 2010-12

- Customer service (hospitality)
- Visual merchandising and window displays.
- Facilitated art classes

**Fringeworld Festival Bar (Perth)** 2012

- Customer service (hospitality)
- Responsible service of alcohol.
- Cash handling

## volunteer work

**NORPA Front of House Internship** 2016

Duties included greeting patrons, ushering, serving beverages and cash handling..

**Red Cross Retail Shop - Willagee (WA)** 2009-2012

Duties included stock rotation, customer service, visual merchandising and cash handling.

## awards

**Event Industry Student of the Year** 2016

**Studio Prize (Kaske) for Sculpture, SCU** 2003

## referees

**Robyn Kelly**  
**Market Manager**  
**Queensland Folk Federation**  
**Mobile: 0418272685**

**Margaret Hunt**  
**Event Manager**  
**Illuminate Cardwell (2014/15)**  
**Mobile: 0438296242**

**Nicole Warren**  
**Coordinator Festivals and Events**  
**City of Stonnington**  
**Mobile: 0404198882**