

KATIE JONES (KJ)

MGMT | LIVE EVENTS | CURATOR

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www.railroadhart.org



EDUCATION

**Masters of Arts in
Arts Presenting &
Live Entertainment Management**
University of Miami
Frost School of Music
2022

**Bachelor of Arts in
Music Business / Management
& Professional Music**
Berklee College of Music
2011

SKILLS

Show + Event Production
Venue Operations
Team Management
Strategic Planning
Customer Service
Talent/Artist Relations
Event Ticketing + Check-in
VISA + Contract knowledge
Vendor Hiring
Talent Buyer
Live Concert Advancing

EXPERIENCE OVERVIEW

ASSISTANT TOUR MANAGER

Colors Worldwide | Nov 2021 - Present

FOUNDER: ARTIST, STAGE, TOUR MGMT

Railroad Hart | Jan 2020 - Present

ARTIST RELATIONS MANAGER

Brooklyn Magazine Festival | April 2022 - June 2022

STAGE MANAGER:

City Arts Corps Showcase | Oct 2021

Rolling Stone Magazine | July 2021

Little Island NYC | July 2021

ARTISTIC MANAGER

National Sawdust | Aug 2015 - Dec 2019

ARTIST RELATIONS / VENUE MANAGER

Moogfest | May 2017 - May 2018

VIP CONCIERGE

Tribeca Film Festival | June 2021

SERIES PRODUCER & CURATOR

The REVolution | Mar 2016 - Jan 2020

FESTIVAL PRODUCER & MUSIC CURATOR

Rooftop Films | Mar 2022 - Aug 2022

SPECIAL EVENTS PRODUCER

Rooftop Films | July 2021 - Sept 2021

PRODUCTION COORDINATOR

Global Citizens Festival | Aug 2017 - Sept 2017

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WORK EXPERIENCE: IN DETAIL

ASSISTANT TOUR MANAGER

Colors Worldwide | Nov 2021 - Present

- Manage on-site DJ and host based touring show in various cities by booking travel and lodging, as well as venue and show specifics for full live experience and tour party.

FOUNDER: ARTIST, STAGE, TOUR MGR

Railroad Hart | Jan 2020 - Present

- Supports musicians & productions of all dimensions by assisting with artistic management and on the road tour support while specializing in curatorial showcases and producing live events.

ARTIST RELATIONS MANAGER

Brooklyn Magazine Festival | April 2022 - June 2022

- Direct contact for all booked talent, artist teams and festival talent buyers while supervising small on-site team, advancing with production and operations, organizing hospitality and on-site accommodations as well as liaising with festival staff, talent buyers and agents for artist needs.

STAGE MANAGER

Rolling Stone Magazine, Little Island NYC, City Arts Corps | July-Oct 2021

- Assisted with pre-show rehearsals, advanced call and cue sheets, handled day of show staff + logistics, managed artist arrivals as well as production details and overseeing budget for event timelines.

ARTISTIC MANAGER

National Sawdust | Aug 2015 - Dec 2019

- Programmed and managed 250 shows per year including talent booking, contract editing, live show logistics, international VISA details, artist travel and accommodations as well as on-site artist liaison team, in-house residencies and touring productions.

ARTIST RELATIONS / VENUE MANAGER

Moogfest | May 2017 - May 2018

- Coordinated between operations and production while assisting the programming manager with artist relations on check in, credentials, guest lists, transport and front of house at venue specifics.
- Managed two Durham based venues during the festival and worked closely with the local staff to supply artist hospitality and day of show schedule.

VIP CONCIERGE

Tribeca Film Festival | June 2021

- Greeted high profile ticket holders at festival venues and supported patrons in finding reserved seats, answered all festival questions and escorted all guests to events.

SERIES FOUNDER, PRODUCER, & CURATOR

The REVolution | Mar 2016 - Jan 2020

- Creative Director, talent curator, and event producer of National Sawdust's longest running performance series, supported by NYC Mayor's Office of Media + Entertainment as well as The Deli Magazine, Wild Honey Pie, Soundigest, and hospitality partners for sponsorship from Lagunita's, Radeberger, Dr. Brew Kombucha, Sweet Reason CBD Water, and Kind Bars.

FESTIVAL PRODUCER & MUSIC CURATOR

Rooftop Films | Mar - Aug 2022

- Produced and supported summer series film festival by outreach to partner brands, staffing rental opportunities, booked all live music for screenings and consult events as well as managing travel and accommodations for all film talent involved.

SPECIAL EVENTS PRODUCER

Rooftop Films | July 2021 - Sept 2021

- Sourced vendors, hired team members, coordinated talent arrivals, managed event logistics as well as call sheets, and produced NYC HOMECOMING WEEK - 6 film screenings in 5 boroughs in 5 days.