Ian Graybill

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ACADEMICS

Accademia Dell'Arte, Semester in Italy, Spring 2025
Muhlenberg College, Class of 2026
Nathan Hale High School, Class of 2022

WORK EXPERIENCE

Muhlenberg College Writing Center *Writing Assistant* (2023-Present)

- Working as an assistant for classes and in the Writing Center
- Leading workshops to help students develop specific writing skills
- Organizing monthly individual meetings with fifteen students
- Acting as a liaison between students and their professors

91.7 WMUH, *Media & Communications Intern* (2024)

- Scheduling and conducting two-to-five monthly interviews
- Editing monthly podcast *Spotlight on the Performing Arts*
- Collaborating with 91.7 WMUH and the Muhlenberg Theatre and Dance Department
- Writing copy for the podcast's marketing

Edgewater Hotel Seattle, *Bellhop* (2025)

- Managed storage and retrieval of guests' luggage
- Organized and coordinated transportation for guests through local providers
- Assisted with transportation of guests and materials during special events

Muhlenberg Theatre Association, *Studios Festival Coordinator* (Spring 2024)

- Coordinated three fully produced and staged shows as part of a fully student run theatre organization.
- Facilitated communication between production teams and the Association board
- Collaborated with the Theatre and Dance department to ensure compliance

Paramount Hotel Seattle *Valet Attendant/Bellhop* (2024)

- Independently managed parking, retrieval, and indexing of guest cars
- Maintained proper traffic flow of the hotel's front drive so guests could efficiently move through
- Assisted with check in when agents were occupied

Red Carpet Valet, *Valet Attendant* (2023)

- Parked, indexed, and retrieved customer cars
- Helped manage multiple ends of customer experience
- Coordinated clear communication between teams in and out of the garages as shift lead

C89.5 KNHC, *Station Intern* (2021-2022)

- Scheduled Music for the station
- Ran the station's broadcast live during on-air shifts
- Edited and hosted weekly shows
- Produced video content for the station's social media pages
- Assisted with the booth during live events

SKILLS/PROFICIENCIES

- Proficient with Adobe Audition and Audacity for Audio Editing
- Proficient in DaVinci Resolve for Video Editing
- Intermediate knowledge of Italian
- Knife Proficiency from the Society of American Fight Directors (SAFD)