

GHISLAIN GRELLIER

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EXPERIENCE

Coucou– Los Angeles, CA **September 2022 to Present**

French instructor (part-time, in person and zoom)

- Teach French classes for beginners to advance levels
- Supervise activities, masterclasses and events

Straight Up Abilities - Los Angeles, CA **September 2021 to Present**

Instructor and Supervisor (part-time, in-person)

- Teach Dance for students with disabilities in different programs (Knott Early Learning Center, Trident High School, Millenium Dance Complex, Electric Lodge)
- Supervise activities and rehearsals
- Outreach to school, local businesses and third parties
- Create dances for winter and summer performances
- Perform daily administrative tasks on Outlook Office and Google Workspace, including scheduling rehearsals and pre- and post-productions

Chapman University – Orange, CA **January 2023 to May 2023**

Professor of Music (part-time; in-person)

- Teach two academic courses at the undergraduate level
- Schedule and coordinate office hours, exams, auditions, and performances

Vanpouille LLC – Los Angeles, CA **June 2020 to December 2022**

Property Manager (full-time, in person)

- Manage the day-to-day tasks of rental properties in Los Angeles and Palm Springs (reservations, bookings, check-in/check-out, and special requests)
- Monitor all business communications to guarantee satisfactions of customers, vendors, and property owner

Music Band Four Play Clarinet **October 2018 to December 2019**

Event Coordinator and Social Media Manager (part-time, remote)

- Arrange bookings of performance halls, rehearsals, and transportation for the group
- Prepare and track expense reports for travels; order catering for special events
- Create flyers and other promotional documents and live-stream performances
- Manage social media content across diverse platforms

University of California – Los Angeles, CA **September 2018 to June 2020**

Dance Teacher Assistant (part-time, in-person)

- Teach academic courses at the undergraduate and graduate level
- Handle email inquiries and work closely with guest teachers
- Coordinate schedules, midterms, finals week

Glenda Brown – Kansas City, MO

July 2019

Guest Choreographer (summer program; in-person)

Choreographer for a summer program with students from Glenda Brown School

Santa Monica College – Los Angeles, CA

January 2019 to May 2019

Guest Choreographer (one semester contract; in person)

- Create choreographies for the performance Global Motion
- Cast dancers
- Teaching dance techniques

Dance Projects – Los Angeles, CA

July 2017 to December 2019

Choreographer

- Create dance choreographies for venues in Los Angeles area
- Cast and mentor dancers from different dance background
- Perform daily task for pre and post productions (budgeting, fundraising, scheduling)
- Coordinate with all technical aspects of a production

Rapt Invisible – Brussels, Belgium

March 2015 to June 2017

Assistant Director and Choreographer (full time; in person)

- Choreograph performances for live performance and social media platforms
- Cast musicians, dancers and performers
- Manage stage designers and technicians
- Schedule and Run rehearsals
- Assist with budgeting and fundraising

Alliage Art Project – Paris, France (fulltime; in person)

June 2011 to March 2015

Manager (2013-2015)

- Cast singers, musicians, and dancers for live performances
- Create promotional documents for hiring performers
- Reach out to agencies and dance programs for recruitment

Coordinator (2011 to 2013)

- Create events and performances
- Coordinate performers rehearsals, transportations, budgets.

PROFESSIONAL SKILLS

Google Workspace: Gmail, Calendar, Docs, Drive, Sheets, Slides

MS Office: Word, Excel, PowerPoint, Outlook, One Drive

Web Design: Wix, Squarespace

Photo Editing: Adobe Photoshop, Adobe Lightroom

Marketing Design: Canva, Fotor

Social Media: Facebook, Instagram, Twitter, TikTok, YouTube

PERSONAL SKILLS

Very organized
Detail oriented
Problem Solver
Multi-task
Team Player
Meet deadlines and deliver results
Excellent written and verbal communication

LANGUAGES

English (fluent)
French (fluent, native language)

EDUCATION

University of California Los Angeles – WACD Master of Fine Arts – choreography and Dance	2017 to 2020
Centre National de la Danse Paris, France Dance Teaching Credential	2014 to 2015
Conservatoire National Supérieur de Musique et de Danse de Paris, France Dance Performance Certificate and Higher national Professional Dance Diploma	2008 to 2013