

# ANNA CARNES

ANNA.J.CARNES@GMAIL.COM // ANNACARNES.COM

## ABOUT

Experienced Arts Administrator with a demonstrated history of working in nonprofit and academic settings with a focus on program and event coordination and curation. Freelance design for print and web use.

## EDUCATION

**Agnes Scott College**, Decatur, GA  
2015-2019 Bachelor of Arts, Cum Laude  
Honors, Art History, Film Studies.

**Perry Meridian High School**, Indianapolis, IN  
2011-2015 Academic Honors Diploma

## EXPERIENCE

**8.22 - Department of Art & Art History, Agnes Scott College, Decatur, GA**  
**present Dana Fine Arts Building and Dalton Gallery Manager**

*Previously hired from July 2020 - Aug 2022 as Part time Gallery Manager, May 2019 - June 2020 as the Kirk Curatorial and Collections Fellow.*

Responsible for day-to-day management of the Dalton Gallery and Fine Arts Building;

- Currently planning 2023-24 Gallery Calendar. Have executed over 25 exhibitions in my time at the Dalton Gallery. (You can learn more about the exhibitions I've curated on my website [annacarnes.com](http://annacarnes.com)).
- Developed new experimental responsive gallery space for shorter-term exhibitions by emerging curators and on campus community members.
- Plans and manages all events for new exhibitions, including opening and closing receptions, artists and panel talks, lectures, student presentations, and community networking. Have coordinated over 50 events.
- Negotiates and facilitates contractor work, from quotes and invoices to implementation and payment.
- Designs show logos and print materials for exhibition and gallery promotion, including posters, postcards, and print catalogs.
- Edits press releases and promotional text in conjunction with exhibitions for digital release, including social media and email.
- Assists in registrar initiatives in evaluating and organizing the permanent collection of Agnes Scott College including updating and maintaining database. Key project: Designed, developed, and launched a new on campus permanent collection database of student scholarship accessible to the campus community.
- Corresponds in person and over phone and email with artists, galleries, and community partners for collaboration opportunities.
- Supervises student gallery team during the school year. Have supervised 8 during my time with the gallery, including 4 this year.

*Other key projects: Created and curated a biannual original exhibition of young emerging talent, &yet, in partnership with local organizations, that to date has given \$6,000 in awards to emerging artists.*

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## EXPERIENCE CONTINUED

### 11.21 - Atlanta Contemporary Art Center, Atlanta GA 8.22 Programming Coordinator

Responsible for the creation, implementation, and execution of all internal programming. Managing the Studio Artist Program and Nexus Fund granting program.

- Planned and executed programming correlating to works on view ranging from curator tours, artist panels, children's programming, and site-specific movement practice.
- Organized and oversaw the call for entries for the Andy Warhol Regional Regranting Fund grants: Nexus Fund Emergency Artist Grant and Nexus Fund RFP call. Managed communication and jurying of both calls.
- Created and built out thenexus.fund, a website specifically created to promote Nexus Fund opportunities.
- Planned and successfully coordinated surprise programming for Art Party, AC's annual party fundraiser. (this included an easter egg hunt, a costume contest, and a midnight parade and disco ball drop) I was also retained to plan and program the 50th anniversary Art Party in July of 2023)
- Designed newly revived print Gallery Guide for the exhibitions on view. The Gallery Guide gives further information on the exhibitions as well as provides information on the upcoming calendar and development drives. (I have been retained to design future Gallery Guides)

### 5.19 - Decatur Arts Alliance, Decatur, GA 2.21 Project Coordinator

***Previously hired from Feb 2018 - May 2019 as the Social Media and Marketing Intern***

- Oversaw 5 calls for entry and public art initiatives annually, including communicating with artists throughout the application process and with jurors during the selection process.
- Orchestrated Decatur Arts Events in collaboration with the DAA team, the City of Decatur, and various community partners, including the annual Decatur Arts Festival, Decatur Fine Arts Exhibition, Book as Art Exhibition, Decatur Porchfest, Decatur Wine Festival, and YEA! Festival.
- Developed and lead a series of free virtual art events in conjunction with community artists and the City of Decatur Mayor's Office to promote local artists, performers, and small businesses during stay-at-home orders from the state in 2020.
- Managed monthly shows in the DAA gallery space, communication with exhibition artists, email promotion, gallery opening events, installations, catering, and artwork sales.

*Key project: Initiated and executed an intergovernmental public art call for Black artists both domestic and international. Accepted over one hundred applications and headed jury selection. Jurors selected three artists who received grants totaling \$15,000 to create site-specific works for MARTA stations, which were installed in Spring 2021.*