

# KATHRYN FRIESEMA

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**objective** To continually deepen my experience with tour logistics, creative problem solving, and road technology.

- experience**
- John Mayer** 2006 – 2008, 2010  
IT & VIP Coordinator, Photographer World Tour
- Organized daily meet & greets and other special events, setup venue-wide wireless & VOIP systems, resolved IT issues, designed itinerary books, and assisted with flights, hotels & guest list.
  - Processed all VIP ticket purchases and liaised with local box office representatives (2010).
  - Photographed each show and updated website content for the official John Mayer website (2006-2008).
- Dave Matthews Band** 2007, 2009  
IT Coordinator & Photographer North America
- Advanced, setup, and provisioned the extensive networking and IT needs of the tour.
  - Photographed each show and updated website content for the official Dave Matthews Band website.
- Radiohead** 2008 - 2009  
IT / Eco Coordinator & Ticketing World Tour
- Advanced and setup all wireless network and VOIP telephone needs of the tour, resolved IT issues.
  - Responsible for researching and coordinating the day-to-day environmental initiatives of the band including recycling, carpooling, composting, alternative energy, and bio-diesel delivery.
  - Compiled the guest list each day for management, band, and crew.
- Radio City Rockettes** 2008  
Production Office Manager North America
- Advanced all local labor calls, coded & maintained the tour's production document website, designated the backstage pass system, authored technical & security riders, reviewed contracts, organized permits, assisted with show settlement, designed tour signage, meal tickets and venue layout maps.
- Fall Out Boy** 2006, 2007  
Production Coordinator North America, UK
- Assisted with pre-production, laid out itinerary books, and designed custom day sheets and signage.
  - Setup production offices, posted signage, coordinated runners, settled float, helped troubleshoot IT issues, stocked buses, advanced catering, and assisted with the guest list.
- Panic at the Disco** 2006  
Tour Manager North America
- Organized the band's guest list, promo schedule, meet & greets, travel details, and assisted with the hotel settlement for their North American arena tour.
- Billy Corgan** 2005  
Webmaster & Assistant Tour Manager North America, Europe
- Tour managed Billy Corgan's European and North American promotional press tour.
  - Responsible for designing, maintaining, and project managing all internet presence for Billy Corgan.
  - Assisted with the art direction and layout of album artwork, promo material, and advertisements.
- Production Consultants Guild** 2001 - 2005  
Multimedia Director Chicago, IL
- Helped tour managers and other production personnel learn to use our Master Tour Database software.
  - Worked on-site with touring personnel to troubleshoot computer, network and other hardware issues.
  - Acted as lead graphic designer, web coder, content author, and website project manager.
- Dave Matthews Band** 2002 - 2005  
Webmaster Chicago, IL
- Designed and content managed the "On the Road" section of Dave Matthews Band's official site.
- Beastie Boys** 2004  
IT Consultant Europe, North America
- Installed digital listening kiosks for the new Beastie Boys album at the European EMI offices.
  - Met up with the tour to assist with production & IT issues for select promo/show dates.

**freelance** Bonnaroo Festival, Recording Archivist - Manchester, TN, June 2004 and June 2005.  
Lollapalooza Festival, Artist Liaison - Chicago, IL, July 2005.  
Itinerary book design for Robert Plant, Gov't Mule, John Legend, Black Eyed Peas, and many others.  
Designed, coded, content managed & search engine optimized websites for various freelance clients.

**degree**      **B.A. in Comparative Media Studies**      1997 - 2001  
Carleton College      Northfield, MN

- 3.80 GPA within major, 3.64 GPA overall; magna cum laude graduate.
- DJ (1997-2001), Production Director (1998-2000), & Station Manager (2000-01) for KRLX 88.1 FM.

**web design**      www.avantpop.com - front end design, website code, content management  
www.chicagoaikikai.org - front end design, website code, content management  
www.springboardproductions.net - front end design, website code, content management, flash  
www.pcguild.com - front end design, website code, flash

**geek skills**      Thorough experience with Adobe Photoshop, Adobe Acrobat, Microsoft Word, Microsoft Excel, FileMaker Pro, HTML, CSS, JavaScript, setting up mobile wired & wireless networks, and troubleshooting Mac & PC issues.

**references**      Chris Adamson, John Mayer Production Manager  
Paul Chavarria, Radio City Rockettes Production Manager  
Jerome Crooks, Beastie Boys Tour Manager  
David 5-1 Norman, Fall Out Boy Production Manager  
Geoff Trump, Dave Matthews Band Tour Director  
Richard Young, Radiohead Production Manager  
Paul Bradley / Ian Kuhn, Production Consultants Guild

*(contact details upon request)*