



REBECCA TERZANO

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A competent, passionate, curious, open minded, daring and creative individual.

EXPERIENCE

JANUARY 2019 – JUNE 2019, ROME - ITALY

EXECUTIVE ASSISTANT, SAVE THE CHILDREN FEDERATION, INC

My role was to serve as the reference point for the organization and act as a filter for all requests for the Chairman/Directorate-General / Vice-Director-General, ensuring the correct and fluid exchange of information with all members. I ensured timely and careful management of the agenda of the President/Directorate-General considering priorities and urgent matters, organizing internal and external meetings and conferences and travel.

I was also in charge of planning and managing representative activities (meetings, events) through research, scripting and editing of documents and presentations as well as ghost write the ad hoc interventions through the usage of the Microsoft Package and the Adobe Package (Illustrator, PremierePro, InDesign, Photoshop).

FEBRUARY 2018 – DECEMBER 2018, SYDNEY - AUSTRALIA

CURATOR & ASSISTANT TO THE DIRECTOR, AQUABUMPS

My role was to curate the renowned art gallery and assist the photographer Eugene Tan by organizing on-site and off-site events, exhibitions, schedules workshops and art orders.

I handled all social media, website content, press releases, internal and external communications through writing, editing and publishing using the Adobe package such as Photoshop, Illustrator, InDesign as well as Wordpress and various other platforms.

JUNE 2017 – JANUARY 2018, ROME - ITALY

CURATOR & EVENT COORDINATOR, THE ROOM STUDIOS

My role was to curate the weekly and monthly exhibitions, events and workshops.

I handled the art sales and orders and updated the social media content and website by writing, editing and publishing daily content using the Adobe Package.

I was also required to scout for potential artists for upcoming exhibitions and handle the press releases and external relations.

JANUARY 2017 – JUNE 2017, ROME - ITALY

ASSISTANT PROGRAM PRODUCER, RAI – RADIOTELEVISIONE ITALIANA

My role was to assist the Senior Program Producer by writing articles related to art exhibitions, artists, documentaries and events to be uploaded on the RAI Cultura website portals.

I was also in charge of scripting, interviewing, filming and editing footage of artists and exhibitions for national television and website broadcast using mainly but not only the Adobe Package such as PremierePro, Illustrator, After Effects. Translation and interpretation were a daily task during this role.

JUNE 2014 – OCTOBER 2015, ROME - ITALY

COMMUNICATION CONSULTANT, F.A.O OF THE UNITED NATIONS

My role was to coordinate, plan and actively participate in the world wide committees and conferences within the 192 member states and represent the CODEX department.

I was required to research, script, edit and translate articles and texts as well as editing the layout and content of the CODEX newsletter, guidelines and codes using the appropriate platforms of the UN.

In addition, I took on the role of filming, scripting and assembling the monthly CODEX video newsletter sent to the member countries and showcased on the FAO website through the usage of Adobe PremierePro, Lightroom, Illustrator, Photoshop and After Effects. I also performed any other administrative duty asked by the Secretary.

JANUARY 2014 – JUNE 2014, ONBOARD - MEDITERRANEAN

GUEST SERVICE AGENT, M.S.C CRUISES

My role was to welcome guests with a warm and friendly disposition, answer their questions, handle their complaints immediately and attend to their requests in a professional and timely manner.

I would provide information and general assistance to guests; answer phone calls and requests from guests; perform all necessary administrative tasks and manage a variety of financial transactions and cash floats.

EDUCATION

DECEMBER 2016, ROME - ITALY

MASTERS IN FINE ARTS, LUISS BUSINESS SCHOOL

Main focus: Culture, Art, Media, Journalism, Publishing

Thesis: "Sublimina", a fortnight art exhibition composed of 13 renowned international artists at the 'Museo delle Mure'.

DECEMBER 2013, ROME - ITALY

BACHELOR OF ARTS IN COMMUNICATIONS, THE AMERICAN UNIVERSITY OF ROME

Main focus: Communications, Media, Journalism, Creative Writing, Publishing

Thesis: "Radix", a self-published and composed culture and society magazine.

JUNE 2010, DOHA - QATAR

BACHELOR OF ARTS IN FASHION, INTERIOR & GRAPHIC DESIGN, THE VIRGINIA COMMONWEALTH UNIVERSITY

Main focus: Interior Design, Graphic Design, Fashion Design, Creative Writing, Photography, Art History

Thesis: "Ghost", an ecofriendly replica of Philippe Starck's "Ghost Chair" using recycled bottles.

LANGUAGES

English – Mother tongue

French – Mother tongue

Italian – Mother tongue

EXTRACURRICULAR ACTIVITIES

•2015, "La Maisonette", Kindergarten Teacher: Teach children aged three to six, divided into age-groups in order to develop a sense of identity, independence and skills using English, French and Italian.

•2013, "ADA Nazionale", Volunteer: Visit, converse and keep company to both young and elderly individuals who have been excluded from family and society due to illness, financial and cultural situations as well as read and draw with disabled children.

•2012-2013, "AUR Wolves" Theatre Association. Main lead in Antonello (Tony) Villani's short film, " A ticket to Hollywood: Europeans in Los Angeles, 1925-56", Prologue on Hollywood's Glory Days.

•2009, Intern within Al Jazeera in Qatar. Assist the Senior Program Producer and Reporters by gathering, scripting and editing footage and news for international broadcast.

•1997-2009, "The Doha Players" Theatre Association. Various roles in plays such as "A midnight summer night's dream" by William Shakespeare, "Les Misérables" by Victor Hugo, "Peter Pan" by J.M Barrie.

•1997-2015, "Isabel Mojansky Khan" Dance Academy. Classical ballet and Contemporary Ballet Dancer. Lead dancer for UNICEF Charity Galas.

•Centro DART – Dance and Recitation Academy. Classical and Contemporary ballet dancer.

•Paint, sketch, travel, surf, jog, hike, explore... anything that makes me feel alive while preserving our sacred Planet Earth.