



TITLE	RESPONSIBILITIES	CONTACT
<b>Operations &amp; Logistics Coordinator, Fiscal Support, Large Ensemble Coordinator</b>	Inventory, library, vehicles, festivals, instrumental rentals, coordinator for Jesse Auditorium and Missouri Theatre needs, audition results, large ensemble support, primary MSHSAA representative/coordinator, locker checkout, fiscal support.	Brooke Danielsen 207 Sinquefield Music Center 573-882-3439 <a href="mailto:DanielsenB@missouri.edu">DanielsenB@missouri.edu</a>
<b>Academic Advisor - Art, Art History, Anthropology, Music</b>	Advising for undergraduate music degrees with the exception of Music Education.	Kay Gregory 325 Tate Hall 573-882-2054 <a href="mailto:gregoryk@missouri.edu">gregoryk@missouri.edu</a>
<b>Publicity/Marketing and Outreach Coordinator</b>	Publicity/marketing coordinator, social media (FB, Twitter, Instagram), website, concert/recital programs, coordinator of community music program.	Joanna Griffith 202 Sinquefield Music Center 573-882-9472 <a href="mailto:griffithjs@missouri.edu">griffithjs@missouri.edu</a>
<b>Admissions Coordinator</b>	All related admissions work, scholarship coordinator, building coordinator for FAB (keycards, workroom etc).	Ben Harting 150 Fine Arts Building 573-882-4471 <a href="mailto:HartingB@missouri.edu">HartingB@missouri.edu</a>
<b>System Support Analyst</b>	IT support such as classroom tech not working, academic AV.	Jordan Keller 573-884-0121 <a href="mailto:class@missouri.edu">class@missouri.edu</a>





<b>Business/Fiscal Manager</b>	Fiscal (budgets, payroll, hiring process, scholarship payments, contracts, commissions, faculty funding), HR Manager (all new contracts, NER, international visa info, new appointment/hires, etc), event planning and travel coordinator.	Nathan Martin 205 Sinquefield Music Center 573-882-2605 <a href="mailto:martinnath@missouri.edu">martinnath@missouri.edu</a>
<b>Director of Audio/Visual, Recording Studio</b>	Recording studio engineer, recording recitals/concerts, managing recording team, special AV projects coordinator, video editor, manages YouTube channel.	David Myers 207 Sinquefield Music Center <a href="mailto:demyers@missouri.edu">demyers@missouri.edu</a>
<b>Assistant to the Director</b>	Constant Contact, Friends of Music, Mizzou Music radio show, Music 1091 support, P&T process, student evaluations, key checkout for offices and practice rooms.	Holly Tenute 203 Sinquefield Music Center 573-882-2606 <a href="mailto:tenuteh@missouri.edu">tenuteh@missouri.edu</a>
<b>Piano Technician</b>	Piano maintenance/tuning, inventory and storage needs.	Lucy Urlacher 297 Fine Arts Building <a href="mailto:urlacherl@missouri.edu">urlacherl@missouri.edu</a>
<b>Student Services</b>	Advising, permission requests in myZou, building coordinator for Sinquefield Music Center, calendar scheduling, recital reservations.	Susan Worstell 206 Sinquefield Music Center 573-884-1604 <a href="mailto:worstells@missouri.edu">worstells@missouri.edu</a>

