

# Dena Tasse-Winter

*Buildings conservationist and urban heritage management specialist with expertise in research, photography, digital design, grant writing and editing.*

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## EDUCATION

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- PhD Candidate, Archaeology** Anticipated 2018  
Department of Archaeology at the University of York: York, UK  
*Dissertation supervisors: Dr. Sara Perry and Dr. Gillian Chitty*  
*“City as Museum: Deconstructing and recontextualising heritage for the contemporary urbanscape”*
- Master of Arts, Conservation Studies (Historic Buildings)** September 2013  
Department of Archaeology at the University of York: York, UK  
*Conferred with Merit*  
*Dissertation supervisor: Dr. Sara Perry*
- Bachelor of Arts, Music History** May 2008  
University of Rochester: Rochester, NY, USA

## ADDITIONAL COURSEWORK

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- Practical Conservation Fieldwork** Oct - Dec 2012  
University of York, Pond Farm: Crambe, North Yorkshire, United Kingdom
- Critically assessed conditions of and created conservation management plan for a landmarked timber frame and stone vernacular farmhouse.
  - Developed skills in masonry, carpentry, dendrochronology and dating, traditional stone carving.
  - Practiced conservation techniques such as tile repair and lime mortar hot mixing & repointing.
- MA Coursework in Architecture and Landscape Architecture** Sept 2010 - May 2012  
Spitzer School of Architecture of the City College of New York: New York, NY, USA
- Design studio (three semesters), technical drafting and modeling, AutoCAD, history and theory of architecture, urban landscape design, site planning, materials and construction, architectural photography.
- Hand Drafting and Architectural Modeling Skills Module** Jan - May 2010  
Parsons the New School for Design: New York, NY, USA
- Study Abroad Program** Feb - June 2007  
Griffith University: Brisbane, Australia
- Relevant coursework - Australian heritage and tourism, digital and film photography.

## PROFESSIONAL EXPERIENCE

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- Development Associate** Jan 2014 - Present  
Young People's Chorus of New York City: New York, NY, USA
- Manage grant calendar of over 30 renewals and 20 new sources annually, representing a significant portion of the organization's \$3.5 million budget.
  - Sustain the remainder of the budget through cultivation of individuals and corporate and government funders.
  - Increased government funding by over 200% from Fiscal Year 2014 to Fiscal Year 2015.

**Communications Associate**

July 2013 - Jan 2014

The Royal Oak Foundation: New York, NY, USA and London, UK

- Managed the Foundation's web presence, including daily maintenance and strategic planning for all social media accounts: Twitter, Facebook, and www.royal-oak.org.
- Acted as interdepartmental coordinator for the calendar of all activities occurring throughout the Foundation.
- Editor-in-chief of the Royal Oak quarterly magazine.
- Assisted the President in organizing Board tours of various regions of the UK, including the planning of visits to historic houses and landscapes.

**Assistant to the Lower School Principal; Classroom Teacher**

Aug 2009 - June 2012

Little Red School House &amp; Elisabeth Irwin High School: New York, NY, USA

- Taught in kindergarten through fourth grade and assisted with curriculum development.
- Planned and implemented class trips to historic sites and museums throughout New York City.
- Provided administrative support to the Principal and entire Lower (Primary) School community.
- Managed multiple large-scale projects for the school, such as: school-wide assemblies, Grandparents Visiting Day, and the facilitation of report card writing and distribution.
- Produced weekly blog for faculty on WordPress, utilizing graphic design and editing skills.

**Concerts and Tours Production Coordinator**

June 2008 - July 2009

Young People's Chorus of New York City: New York, NY, USA

- Produced multiple large-scale performances each year, involving the coordination of over three hundred children, multiple conductors, and full orchestra.
- Managed itineraries, traveled as staff, and performed on tours throughout Europe and Asia.
- Created and managed database for two thousand piece Music Library Archive.
- Drafted programs and stage diagrams for performances using Adobe InDesign and Illustrator.

**Art Department Administrative Assistant**

Sept 2004 - Dec 2007

Rush Rhees Library, University of Rochester: Rochester, NY, USA

- Cleaned, catalogued and maintained the Art Library's slide collection.
- Entered new books into the library's computerized cataloguing system.
- Created computer database for documents using RefWorks.
- Assisted students and patrons at the reference desk.

## EXHIBITIONS & PUBLICATIONS

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**Designer, Downtown Brooklyn Commons Exhibition**

Jan - April 2011

Spitzer School of Architecture: Brooklyn Borough Hall, NY, USA

- Collaborated on conceptual design proposal for the regeneration of the historic infrastructure of Downtown Brooklyn, under the supervision of professional architects and urban planners Michael Sorkin, Denise Hoffman Brandt, and Elisabetta Terragni.
- Curated exhibition of all proposals (including architectural drawings, renderings, research plans, and models), sponsored by Brooklyn Borough President Marty Markowitz at Brooklyn Borough Hall.

**Editor, Royal Oak Quarterly Magazine, Fall 2013 Issue**

September 2013

The Royal Oak Foundation: New York, NY, USA

- In charge of all content and layout for the magazine, which is geared towards American friends of the UK National Trust, and is published in conjunction with the National Trust's members newsletter.
- Wrote several articles for the publication, including a two-page spread on the history of Knole, a medieval palace and deer park in the South East of the United Kingdom.
- Collaborated with staff in the London office of the Trust to ensure compatible content with their publications.

## VOLUNTEER EXPERIENCE

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### **Founding Board Member, Development and Finance Committees** Aug 2014 - Present

SoHarmoniums Women's Choir: New York, NY, USA

- Assist in achieving 501(c)(3) non-profit status for the organization.
- Assist with the creation of all documents and regulations surrounding this new non-profit, including the whistle-blower policy, Board of Directors handbook, annual budgets, and strategic plan.
- Created database of all donors, potential donors, and members to track participation.
- Developed grant language and conducted research on potential seed grants to apply for.

### **Research and Operations Intern** June - July 2013

The New York Preservation Archives Project: New York, NY, USA

- Composed entries on and conducted supplemental research for historically significant buildings and districts within New York City, to be published in the NYPAP Preservation History Database.
- Edited and refined existing Database entries.
- Assisted with general office duties and short-term projects.

### **Museum Volunteer** Dec 2012 - Sept 2013

National Trust - Treasurer's House: York, UK

- Managed the museum shop weekly and provided information on historic house to visitors.
- Researched history of building and developed website to engage tourists and the local community.
- Photographically document and record a Grade I Listed historic building.
- Research history of the building and develop website to include graphics and educational info.
- Assist with smooth running of gallery shop and provide information about site to visitors.

### **Research Intern** April - June 2013

York Civic Trust: York, UK

- Surveyed and carried out photographic appraisals for multiple historic buildings in the York City Centre, to be utilized by the City Council in proposing landmark designations.

## SKILLS & TECHNIQUES

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**COMPUTER** Adobe Creative Suite (Illustrator, Photoshop, InDesign), AutoCAD, ArcGIS, SketchUp, PastPerfect, Finale, MS Office (Excel, Word, PowerPoint, Access), database management, various social media platforms, WordPress.

**BUILDINGS CONSERVATION** Condition survey, tile repair, mortar mixing/repointing, trad stone carving.

**ARCHITECTURE/DESIGN** Drafting, rendering, modeling, site planning, photography, archival research.

## MEMBERSHIPS

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Society of Architectural Historians USA	2013-present
Soharmoniums Women's Choir	2008-present
English Heritage	2012-2013
Micklegate Singers	2012-2013
Vocal Point all-female a cappella	2004-2008