

Tab 1

# Adelaide Tadder

(858)-232-9921 | adelaidetadder@icloud.com | Los Angeles & Boston

## EDUCATION

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### Berklee College of Music

Boston, MA

Bachelor of Arts in Music Industry Leadership and Innovation, *Concentration in Management*

May 2029

GPA: 3.77/ 4.00

## EXPERIENCE

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### Artist Manager Intern

July 2025- January 2026

Hillary Sullivan

Los Angeles & Remote

- Supported day-to-day management operations for artists, including Dora Jar, Elio, and Eilish Constance, assisting with booking, press, and project coordination
- Coordinated tour logistics, merchandise planning, and high-volume email communications to ensure streamlined execution across teams
- Designed promotional graphics and marketing materials for booking agents, press, and digital campaigns
- Conducted weekly digital analytics and platform monitoring, developing content plans and audience growth strategies to drive engagement

### Community Content Manager

September 2022- Present

Dora Jar

Remote

- Managed and curated a fan-run Instagram page with 1,500 followers and 30K monthly interactions in collaboration with Dora Jar's marketing team, creative director, and management at Island Records, aligning content with official campaign strategy.
- Designed and published original digital content, including tour updates, behind-the-scenes media, promotional graphics, executed giveaways through the label, and visuals supporting announcements and merchandise launches.
- Maintained consistent artist updates and community interaction to strengthen fan engagement and support overall audience growth.

### Production Assistant

June 2023- June 2024

Tim Tadder Photography

Carlsbad, CA

- Assisted on commercial photo shoots for major clients, including Forbes, pharmaceutical campaigns, and Manscaped, supporting high-level production execution
- Supported on-set operations through equipment setup, shoot preparation, and coordination of extras to ensure efficient filming
- Contributed to production logistics and team coordination to maintain smooth, on-schedule shoot days

## LEADERSHIP & PROFESSIONAL DEVELOPMENT

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### Marketing Coordinator

January 2026- Present

Syncubator

Boston, MA

- Lead coordination and execution of interviews with creative and business cohorts while developing promotional content in collaboration with APM Music to grow club visibility and engagement.

### Team Member

September 2024- January 2025

District C

Raleigh, NC

- Supported project- based learning initiative by connecting high school students with local businesses.
- Assisted in program coordination efforts that foster collaboration, critical thinking, and communication through real-world problem-solving.

## SKILLS

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**Software:** Adobe, Google Workspace, Canva, Microsoft Office Suite

**Content Creation:** Canva, Capcut, Instagram, TikTok, YouTube

**Interests:** Artist Management, Marketing, Graphic Design, Fashion Design, Nail Technician

Tab 2

## REFERENCES

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Hillary Sullivan

| [Hillary@someoneholovesme.com](mailto:Hillary@someoneholovesme.com)