

Seth Holt

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Summary

Entertainment and arts professional with experience organizing live events and creative teams. Proven ability to manage schedules and records, lead groups, and present creative solutions. Skilled in Google Workspace, Microsoft Office, and Adobe Creative Cloud with a background in professional writing, interpersonal communication, and social media management.

Experience

Freelance Illustrator and Designer

Art by Thunder | 09/2020 - Present

Successfully delivered 100+ commissioned projects ranging from children's book illustration, concept/character art, and graphic design. Managed project pipeline, contracts, and files, ensuring accurate recordkeeping and consistent delivery. Experienced professional in managing social media presence.

Program Staff

UCLA Film and Television Emerging Filmmakers | 05/2025 - 08/2025

Coordinated and executed daily programming, including receptions, events, and classes for pre-college students. Managed complex student schedules and acted as a guide through campus. Facilitated curriculum discussions alongside professors. Utilized Google Workspace and Microsoft Office for digital organization.

Co-Producer

UCLA School of Theater, Film, and Television Musical Theater Class of 2025 Senior Showcase | 07/2024 - 05/2025

Oversaw all logistics for a large-scale showcase performance, including coordinating with the Nimoy Theater team, managing deliverables, communicating with film crew, and developing schedules. Led organizational efforts such as budgeting and team-building via Google Workspace. Created digital and print materials via Canva and Photoshop.

Executive Director/Prev. Marketing Team

The Color Box Production Company | 09/2022 - 06/2025

Successfully coordinated multiple student-led productions and outreach events. Booked and managed locations and schedules using Microsoft Office and Google Workspace. Collaborated with the artistic team to curate a cohesive season that represented the Color Box mission. Designed and implemented graphics and campaigns to boost engagement on campus.

Residential Program Staff

UCLA Film and Television Summer Institute | 06/2023 - 07/2023 | 06/2024 - 8/2024

Coordinated daily programming, including receptions, events, and classes for pre-college students. Managed complex student schedules and acted as a guide through campus. Facilitated curriculum discussions alongside professors. Utilized Google Workspace and Microsoft Office for digital organization.

Teaching Assistant

Urban Discovery Schools | 09/2020 - 06/2021

Planned events and graded assignments remotely for the 5th-grade class. Organized and managed lessons weekly.

Arts Engagement Intern

The Old Globe | 01/2020 - 02/2020

Digitally cataloged and organized production press materials, maintaining accurate records for the Arts Engagement department. Transcribed notes from arts programs via Microsoft Office and Google Workspace. Communicated daily with donors, docents, guests, and volunteers. Assisted in event coordination for guests and donors, including managing spaces and logistics.

Education

University of California - Los Angeles

B.A. in Theater - Emphasis in Musical Theater | 09/2021 - 06/2025

3.8+ GPA. Intense and collaborative training in musical theater and entertainment logistics. Minor in English, including literature studies, storytelling structure, and professional composition. Recipient of HFWA Scholarship, TFT Acting Scholarship, and John and Sharon Surabian Award in Musical Theater. Transcript available upon request.

San Diego City College

Dual Enrollment | 09/2019 - 05/2020

Enrollment alongside the high school curriculum. Classes include Personal Growth: PERG 120, Introduction to Business: BUSE 100, Statistics: MATH 119, General Psychology: PSYCH 101, Trigonometry: MATH 104, First Course in Japanese: JAPN 101, and Precalculus: MATH 141. Transcript available upon request.

Skills

Graphic Design (Canva, Adobe Photoshop) | Concept and Visual Art (Clip Studio Paint, Adobe Illustrator, and Traditional) | Microsoft Office | Google Workspace | Adobe Premiere Pro | Social Media | Professional Writing | Organizational Skills | Leadership | Event Planning | Detail-Oriented | Marketing | Problem-Solving | Time Management