

# Elena R. Fitzgerald

315.278.9927 | ElenaRFitzgerald@gmail.com

## Professional Profile

- SUNY Fredonia graduate with a B.S. in Music Industry and dual minors in Communication and Music, with hands-on experience in artist booking, hospitality at shows, and media production.
- Proven ability to manage live events, coordinate tours, and produce engaging content across radio, video, and social platforms.
- Passionate about live music and committed to creating inclusive, welcoming concert experiences.

## Skills

---

|                      |                     |                     |                      |
|----------------------|---------------------|---------------------|----------------------|
| Concert/Tour Booking | Copyright Knowledge | VIP Experience      | Hospitality          |
| Square Trained       | Interviewing        | Digital Design      | Community Engagement |
| Atvenu Trained       | Project Management  | Audio/Video Editing | Script Writing       |
| Public Speaking      | Media Production    | Radio Broadcasting  | Orchestra Experience |

## Operations Experience

---

### Darien Lake Amphitheater

April 2026 - September 2026

#### Box Office Representative

- Within a small team that carries out ticket sales during the day of the show.
- Trained in the Ticketmaster ticketing system.
- Will engage with concert-goers at the door and trouble shoot any problems they may have.

### Cheap 52/Makeout Palace Tour

February 2026 - May 2026

#### Tour/Merch Management

- Began by assisting on booking at venues around the North East from New York City to Chicago.
- Continuing to communicate with venues, poster artists, photographers, and the different local scenes.
- Am expected to merch manage, handle finances, do photography/videography, and organize housing.

### Western New York Venues, Buffalo & Rochester, NY

May 2025 - Present

#### VIP/Merch Representative

- Completed shifts for amphitheater tours in venues such as KeyBank Center and Terminal B.
- Often setup and tear down sets including handling historic items in a museum for an anniversary tour.
- As a Merch Representative, have counted in & out, sold, and settled during a shift.
- Trained in Atvenu and Square POS.
- Notable shows: Disturbed, Jane Remover, Lisa Heller, Gabby's Dollhouse, and Trousdale

### Relentless Moisture

December 2023 - Present

#### Band/Tour Manager

- Managed logistics and promotional strategy for the release of *Peculiar Transmissions* (Feb 2025).
- Keeps track of all financials and takes in any data for the band.
- Captures and edits promotional band photography using Adobe Lightroom and Photoshop.
- Acted as primary liaison for venues, press, and promotional partners.

### The Local Lo-Down, SUNY Fredonia

October 2022 – May 2025

#### Executive Producer/A&R

- Promoted to Executive Producer in 2024 from Host and Field Interview Lead based on knowledge and exceptional work quality.
- Conducted and hosted weekly one-hour interviews with regional and touring artists on Fredonia Radio Systems, featured on the station's YouTube channel (@fredoniaradio9534).
- Coordinated interviews by communicating with talent and crafting original scripts to guide live discussions.

# Elena R. Fitzgerald

315.278.9927 | ElenaRFitzgerald@gmail.com

Elena Fitzgerald

PAGE 2

---

Produced, edited, and published over 30 high-quality interview segments using Adobe Audition, Premiere Pro, and Photoshop, growing visibility for emerging artists.

- Interviewed a wide range of notable acts including: [Jeff James \(SONY Music\)](#), [Ben Quad](#), [Carly Cosgrove](#), [Saturdays at Your Place](#), [Riley!](#), [femtanyl](#), and [Jay Zubricky](#)

**Fredonia Radio Systems** SUNY Fredonia

January 2022 – May 2025

General/Station Manager & Program Director

- Stepped into General Manager role in November 2024 during a leadership transition, maintaining smooth station operations and team coordination.
- Led the station to national finalist recognition in the 2025 Intercollegiate Broadcasting System Awards for Best College Radio Station.
- Produced large-scale events, including *Rockin' the Commons* fundraiser and SUNY Fredonia's 2024 eclipse concert, overseeing booking, scheduling and execution.

**Booking & Promotions Experience**

---

**Buffalo Iron Works**, Buffalo, NY

June 2026 – August 2026

Social Media Intern

- Have been learning social media tactics to help both venues and bands such as the Meta Suite, email lists, and regular post editing
- Assisted with day-of-show operations including filming content for the venue.
- Expected to contribute 10-15 hours a week for this internship.

**Freelance Booking**, Buffalo, NY

January 2025 – Present

Tour Booking/Management

- Booked, coordinated, and tour managed an [8-show Northeast tour across](#) four states in May 2025.
- Will work frequently with booking groups as well as venues and their management.
- Completed lineups for tours and have gained connections within local scenes across the Northeast.
- Proficient in communicating through email/social media in order to book shows, set guarantees, and relay this information to each band I work with.
- Bands include: [Bug Day](#), [Darwin](#), [Relentless Moisture](#)

**Last Call Entertainment**, Fredonia, NY

August 2023 – May 2025

Head of Booking & Promotion

- Booked and promoted bi-monthly shows featuring local and touring acts (@lastcallmgmt).
- Made every show a welcoming space through hospitality work.
- Cultivated strong relationships within the Buffalo and Western New York music scene.
- Oversaw promotional campaigns including digital flyers, social media rollouts, and event outreach.
- Assisted with small-scale lighting and technical production for live performances.
- Worked directly with notable regional bands including: [Sunday Morning](#), [House & Home](#), [Magazine Beach](#), and [So Perfect](#)

**Education**

---

Bachelor of Science – **State University of New York at Fredonia**

Major: **Music Industry**

Dual Minors: **Communication and Music**