

Sara Beth Warnken

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EDUCATION

University of Georgia Athens, GA
Bachelor of Arts, Public Relations | Certificate, Music Business | Minor, Business May 2026
Dean's List; Zell Miller Scholarship Recipient

University of Innsbruck
Study Abroad Program Summer 2024

RELEVANT EXPERIENCE

United Talent Agency | *ATL x UTA Extern Program* | Atlanta, GA Oct 2025 - Present

- Attend monthly in-person sessions to develop an understanding of entertainment agency career paths.
- Expanding network and receiving mentorship from professionals through workshops and panels.

40 Watt Club | *Intern & Venue Staff* | Athens, GA Aug 2025 - Present

- Support venue operations, working set-up, ticketing, security, merchandise, & door during 50+ concerts & events.

Big Machine Label Group | *Communications & Publicity Intern* | Nashville, TN May - Aug 2025

- Compiled press recaps, updated media reports, and maintained quote sheets daily for 30+ artists label wide.
- Researched media outlets, wrote song messaging copy for artist releases, and wrote press release boilerplates.

AthFest Music Festival | *Booking Intern* | Athens, GA Jan - June 2025

- Reviewed 475 festival applications, identified and contracted artists to create a schedule of 135 performances.
- Secured artist information for website and socials and ensured performers were compensated as per contract.

IVPR | *Music Publicity Intern* | Nashville, TN Aug - Sept 2024

- Researched and secured tour press for multiple artists by pitching and communicating to 50+ media outlets daily.
- Managed social media and updated databases, media lists, and contacts using Constant Contact and Muck Rack.

The Red & Black Publishing Co. | *Contributing Writer, Culture Desk* | Athens, GA Nov 2023 - Aug 2024

- Produced written, published content weekly for the communities of Athens and the University of Georgia.
- Researched and interviewed 100+ community members for profiles, features, event coverage, and Q&A stories.

CUSTOMER SERVICE EXPERIENCE

Buffalo's Café | *Hostess & Server* | Woodstock, GA May 2023 - Jan 2025

- Managed multiple tasks efficiently in a high-volume environment while providing attention to detail & accuracy.

Blo Blow Dry Bar | *Receptionist* | Marietta, GA Jan - July 2022

- Booked 500+ appointments, answered phone calls, worked a POS system, & provided make-up services.

INVOLVEMENT EXPERIENCE

Assistants vs. Agents | *Campus & City Ambassador* | Atlanta, GA Feb 2025 - Present

- Participate in an international ambassador program connecting 150+ students pursuing entertainment careers, gaining access to industry panels, networking opportunities, job boards, and professional development resources.

Music Business Ambassadors | *General Member* | Athens, GA Aug 2025 - Present

- Organize and execute showcases and events to raise awareness for the UGA Music Business Program.

The Recording Academy | *GRAMMY U Member* | Atlanta, GA Jan 2025 - Present

- Attend music industry networking opportunities, GRAMMY U artist soundchecks, and GRAMMY Week events.

Public Relations Student Society | *Member Relations Committee Head* | Athens, GA Aug 2024 - Present

- Lead a team of 8 peers to develop ideas for member retention, newsletter content, and weekly member spotlights.

SKILLS

- **Industry:** Ticketing Systems, Performer Contracting, Artist Hospitality, Venue Logistics, Data Entry
- **Technical:** Microsoft (Word, Outlook, Excel), Adobe (Photoshop, InDesign, Illustrator) & Google Suite