



# Faith Shakti Heyliger

CREATIVE PROFESSIONAL

Writer | Editor | Performer | Producer

Versatile professional and creative with a proven track record in hospitality, administration, and the arts, excelling in writing, editing, producing, event coordination, and client relations.

I am a conscious collaborator, dedicated to helping brands, businesses, and individuals fully realize their visions, activate their authenticity, attain their creative goals, and unlock their highest potential.

- 917-751-9976
- manifestshakti@gmail.com
- www.manifestshakti.com
- 52 Summit Ln Athens NY 12015

## EXPERIENCE

### Editor

2020 - Present

#### Do It For The Cocktail Culture

- Conducted research, wrote copy, and edited essays and articles to elevate content quality.
- Provided feedback on structure, tone, and effectiveness to enhance overall communication.
- Assisted in planning editorial calendars for upcoming issues and themes to ensure timely publication.
- Managed multiple assignments within deadlines, consistently exceeding expectations.
- Served as a creative consultant for a company focused on sharing black stories through mixology narratives.

### Writer | Performer

2010 - Present

#### Manifest Shakti

- Self-published my first book, *The Love Letter*, a visual poem illustrated by Lithuanian artist Rasa Vaišvilaitė.
- Co-created the show 'Root of Water,' which was showcased at Alchemical Theater in New York City.
- Performed on stages throughout New York (Le Poisson Rouge, Joe's Pub, Peridance, Byrdcliffe) and on radio (The Lot Radio & WIOX).
- Published poetry in online publications (Blackmail Reader, Digging Through the Fat, WNYC) and print literary magazine tNY (a.k.a. the Newer York).
- Developing my first poetry collection and writing a novel, a series, and a book of tarot.
- In 2025, I was ordained and officiated my first wedding, and upon request, recited an excerpt of *The Love Letter*.

### Editor | Researcher

2015 - Present

#### Manifest Shakti

- Delivered substantive content reports with precise line edits and thorough research to enhance clarity and engagement for diverse clients.
- Collaborated with notable clients, including Prasad Project and Melcher Media, on impactful projects.
- Supported Do It for the Cocktail Culture by providing tailored content and research solutions.
- Conducted rigorous research to ensure the accuracy of the presented information.
- Organized and prioritized editing tasks effectively to maintain deadlines.
- Currently editing two books: one a series of essays and cocktail recipes and the other a inspirational manifesto

### Crowdfunding Campaign Manager

2020

#### Manifest Shakti

- Launched Kickstarter campaign for my first book *The Love Letter*.
- I raised \$20K in 45 days, honing my crowdsourcing, copywriting, production, and advertising skills to craft the poetic art book of my dreams.
- Coordinated pre-production from January through campaign launch in June, completing the campaign in August 2020.
- Coordinated all production of the physical book with the producer, the designer, and the printer.
- Published *The Love Letter* in June 2021, making it available to the public on December 1st 2021.

## SKILLS

Editing proficiency  
 Content development  
 Storytelling  
 Audience engagement  
 Social media marketing  
 Production management  
 Project management  
 Organizational efficiency  
 Event coordination

Collaboration and teamwork  
 Leadership  
 Staff training  
 Creativity and innovation  
 Responsiveness  
 Versatility  
 Client relations  
 Attention to detail  
 Open communication

## EDUCATION

**2011 Celebrate Multiplicity: Reintegrating the Self through Creative Presence Bachelor of Arts**

NEW YORK UNIVERSITY  
 GALLATIN SCHOOL OF INDEPENDENT STUDY

- MLK Scholar

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## PROGRAMS

- Microsoft Office Suite
- Google Suite
- Quickbooks
- Asana
- Wix
- Slack
- Mailchimp
- Adobe Photoshop
- Canva
- Open Table
- Micros
- POS
- Tessitura

## EXPERIENCE CONT'D

### Maitre D' | Reservationist

2019 - 2020

#### Morimoto PA

- Lead host for the Iron Chef's flagship restaurant.
- Delivered exceptional customer care in a busy fine-dining restaurant, leading a small team of hosts to optimize table turnover.
- Coordinated reservations and waitlist to ensure timely seating of customers.
- Resolved any guest complaints promptly and compassionately.
- Partnered with restaurant staff to coordinate seamless operations for daily dining and events.
- Fostered a welcoming environment in a busy fine-dining setting and supervised front-of-house staff and operations to maintain service excellence.
- Maintained up-to-date knowledge of menu items, ingredients, preparation techniques, wine lists, and other beverage offerings.

### Office Manager

2016 - 2020

#### HomeStay Inc

- Streamlined office operations by managing administrative tasks and bookkeeping.
- Supported thousands of clients in housing searches while organizing the homeowner database.
- Collaborated with a small real estate company specializing in temporary housing solutions.
- Assisted with the preparation for the sale of the company, even after relocating in 2019.

### Artist in Residence

2016 - 2019

#### Byrdcliffe Art Colony

- Collaborated with diverse artists on creative projects, including dancers, musicians, and painters.
- Delivered engaging poetry performances at WIOX Radio, The LOT Radio, and select local venues.
- Performed on WIOX Radio, The LOT Radio, and local venues
- Initiated The Love Letter book creation process.

### Teacher

2007 - 2019

#### Testtakers

- Taught classes on SAT Reading and Writing strategies, including Grammar and Essay Writing, to high school juniors and seniors throughout New York City and the Tri-State Area.
- Collaborated on developing, writing, and editing college essays while providing individualized tutoring.
- Facilitated SAT score improvements of 100-300 points for students.

### Assistant to the Managing Director | Reservationist | Event Coordinator

2012 - 2015

#### Joe's Pub & The Library at The Public Theater

- Coordinated dining and events for public theater staff, VIPs, artists, university groups, partners, board members, and patrons across various venues.
- Managed all reservations and non-private events and fielded inquiries for both venues.
- Answered phones, responded to emails, and assisted with scheduling to streamline communication.
- Sold tickets for Joe's Pub performances and provided venue tours to enhance patron experience.

### Maitre D' | Reservationist

2012

#### Locanda Verde

- Oversaw dining room operations for high-profile guests and events, ensuring seamless experiences.
- Resolved customer requests and complaints with grace and professionalism.
- Proactively identified and addressed our staff's needs and our clientele's preferences.
- Delegated tasks to hosts to maintain excellent service standards.
- Managed service flow, turning tables up to five times each to maximize nightly revenue.
- Coordinated menu updates to reflect seasonal offerings.

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## PERFORMANCES

- Shakti + Healing Through Performative Arts Soul Crush podcast & Embodying Shakti Summit | October 11th 2020
- DOG BITES GIRL Sunset Takeover on the LOT Radio, Williamsburg | July 28th 2019
- AIR Second Saturdays at AIR Kingston, Kingston, NY | January 13th 2018
- Byrdcliffe Cabaret and Fashion Show at Byrdcliffe Theatre | 2017 and Byrdcliffe Barn, Woodstock, NY | 2018
- Catskill Cabaradio LIVE on WIOX Radio 91.3 at Pine Hill Community Center, Pine Hill, NY | September 17th, 2016
- Vapors Vol 1: Desire at Silent Barn, Bushwick | August 29th, 2015
- Note to Self at GalleryMC, Midtown | May 26, 27, 2015
- The Giving Tree at Peridance, Union Square | March 28, 29, 2015
- POSTERA at Stella Adler Studios, Midtown | January 7, 10, 11, 2015
- OSHO SIDESHOW Reading at Mellow Pages, Bushwick | July 19, 2014
- Special Guest at KOLLAGE MONTAGE/Space Meow Show at Legion, East Williamsburg | June 11th 2014
- The Inevitable June at Le Poisson Rouge, Noho | June 1, 2014
- Blackmail Reading Series at Mellow Pages, Bushwick | April 18th, 2014
- The Newer York Reading at Mellow Pages, Bushwick | January 25, 2014
- God's Rolex Premiere at Anthology Film Archives, Lower East Side | July 12, 2013
- The Newer York Lit Crawl at Vig Bar in Soho | September 12, 2012 & September 13, 2013

## BOOKS

- **Author, Publisher:** The Love Letter by Faith Shakti Heyliger and Illustrated by Rasa Vaišvilaitė 2021
- **Editor:** Take Us to a Better Place: Stories Madeline Ashby (Author), Hannah Lillith Assadi (Author), Calvin Baker (Author), Frank Bill (Author), Yoon Ha Lee (Author), Karen Lord (Author), Mike McClelland (Author), Achy Obejas (Author), David A. Robertson (Author), Martha Wells (Author), Selena Goulding (Illustrator), Roxane Gay (Foreword), Pam Belluck (Introduction) commissioned by the Robert Wood Johnson Foundation 2020
- **Editor:** The Book of Wisdom by Sarah Maria Griffin for Future of Storytelling's Tomorrowland Festival 2019

## PRODUCTION

- **Producer:** Z Artist Group, New York, NY, 2019, Documented a company of pre-professional dancers studying with the Malpaso Dance Company based in Havana Cuba.
- Producer, Wax Studios, New York, NY, 2018, Series of short web commercials for a Pepsi collaboration with NFL.
- **Producer:** Wax Studios & Punkle, Mount Tremper, NY, 2017, Advertising Agency Thought Matter's Constitution Kickstarter video.
- **Producer:** Punkle, Mount Tremper, NY, 2017, Corporate video for Citizen Relations, an award-winning NY ad agency.
- **Production Assistant:** Big Head Inc., New York, NY, 2016, Betfair Exchange Web Series at Monmouth Park Racetrack in Oceanport, NJ.
- **Production Assistant:** Punkle, Mount Tremper, NY, 2016, Angry Orchard Commercial at Angry Orchard farms in Walden, NY.
- **Wardrobe Stylist:** Town Square Films, New York, NY, 2015, Wilmington Trust Bank Commercial.
- **Wardrobe Stylist:** IDA Films, New York, NY, 2011, Miss D an Official Selection of the 2012 Cannes Short Film Corner, award winner at Kiel Fetish Film Festival and Lisbon Fetisch Film Festival, screened internationally in various venues.
- **Wardrobe Stylist** Mother's Favorite Pictures, New York, NY, 2011, Men with Arms a feature-length film that premiered at Minneapolis St. Paul International Film Festival.