

### EXPERIENCE

## WATSON ADVENTURES, NEW YORK, NY - MAY 2023 - PRESENT

Coordinate and set up large groups for participation in team building scavenger hunts and trivia games; Explanation of games and set up of groups onto online application.

# MARY GIULIANI CATERING & EVENTS, NEW YORK, NY MARCH 2023 - PRESENT

Set up, distribute and disassemble food and drink service for corporate events.

### WEBSITE DESIGN, NEW YORK, NY - JUNE 2019 - PRESENT

Set up account, design and update live websites of performers and companies for promotional and informational use. Invoice customers' payment for services rendered.

# AMATEUR PHOTOGRAPHER, NEW YORK, NY - JANUARY 2014 - PRESENT

### ADJUNCT FACULTY, PACE UNIVERSITY, NEW YORK, NY - 2019 - PRESENT

Organizes and structures weekly classes that cumulatively help students achieve progress, technical knowledge and confidence. Coordinates with fellow faculty to create cohesive content, grading and attendance guidelines.

### DIRECTOR/CHOREOGRAPHER OGUNQUIT PLAYHOUSE, OGUNQUIT, MAINE NORTH CAROLINA THEATER, RALEIGH, NC MUSIC THEATRE OF WICHITA, WICHITA, KS 2019 - PRESENT

Overseeing the creative and practical production of musicals in various regional theaters across the country. Creating, communicating, and executing a cohesive vision for a singular project. Coordinating & scheduling logistical needs with regional producers, department heads, and hired actors. Communicating constructive criticism to individuals and large groups. Multi-tasking above needs for multiple productions with differing deadlines

## DANCE CAPTAIN, KINKY BOOTS, NEW YORK, NEW YORK - 2012 - 2019

Keeping record, maintaining and communicating the details of various actors' responsibilities in a production. Coordinating and scheduling weekly rehearsals. Preserving the overall creative integrity of a production's staging, style and intent. Teaching & integrating new actors into a production.

## **EDUCATION**

Oklahoma City University - Bachelor of Performing Arts - Dance Performance 1997 Distinguished Alumni Award - 2016

**ADDITIONAL SKILLS -** Troubleshooting. Great attention to detail. Confidence speaking to groups of people. Ability to give constructive criticism. Organization, efficiency, and record keeping. Maintaining a schedule and sticking close to predetermined timelines. Experience with Excel, Apple systems, & creating web pages via Wix.