

**DIRECTING AND DRAMATURGY**

**NEW GEORGES**, New York, NY

*Director, staged reading of SAVINGS by Gina Femia, Berrie Center at Ramapo College, November 2017*  
*Script Reader, 2001-2003, Director, reading of PLAY NICE! by Robin Rice Lichtig, 2000*

**LESS THAN RENT THEATRE**, New York, NY

*Director, staged reading of T(WO) TRAIN: to be in-transit(ion) by Tanya Everett, Axis Theatre, October 2017*

**RULE OF 7X7**, New York, NY

*Director, MOON FALLS TO EARTH by Gina Femia, The Tank, September 2017*

**THE AMORALISTS**, New York, NY

*Director, workshop production, T(WO) TRAIN: to be in-transit(ion) by Tanya Everett, Medicine Show Theatre, June 2017*

**PROJECT Y FESTIVAL**, New York, NY

*Director, staged reading of BREATHE IN SOME OF THAT by Cecilia Copeland, ART/NY Theatre, June 2017*

**FRIGID FESTIVAL**, New York, NY

*Director, HOW TO SELL YOUR GANG RAPE BABY\* \*FOR PARTS by Libby Emmons, the Kraine Theatre, February 2017*

**NEW YORK MADNESS**, New York, NY

*Producing Associate, May 2014-September 2016, Head of Directors' Company, September 2016-Present*

- Maintain 2,000+ email list, build audience for performances via frequent MailChimp campaigns.
- Wrote successful 2017 application to ART/NY for Nancy Quinn Fund – NYM's first institutional funding.
- Match playwrights with directors for Madness shows, recruiting new participants as well as company members.
- Director, THE VIOLET SISTERS by Gina Femia, MadLab Reading Series, IRT Theater, July 2, 2015

**JUDSON ARTS MAGIC TIME**, New York, NY

*Director, staged reading of SHADOW WALKERS by Shaun Bennet Fauntleroy, September 2016*

**#GOING HOMELESS**, New York, NY

*Director, Episodes 4, 8, and 11 of web series created by Judith Leora and Amy Gaipa, scheduled for release in 2017*

**STICKY SERIES/BLUE BOX WORLD**, New York, NY

*Co-Producer and Director for Sticky Series at Lovecraft Bar, NYC, April-May 2016*

*Co-Producer and Director for Sticky 552 at Beauty Bar, Brooklyn, February-April 2015*

**PUBLIC THEATER/NYSF**, New York, NY

*Script Reader, 2005-2016*

**SHUBERT ORGANIZATION**, New York, NY

*Script Reader, 2004-2006*

**GINGERBREAD**, New York, NY

*Director, readings at ART/NY February 16, 2015 and Shetler Studios September 21, 2015, full-length play by Anthony Noack*

**VOYAGE THEATER COMPANY**, New York, NY

*Director, Staged Reading of YASMINA'S NECKLACE by Rohina Malik, Manny Cantor Center November 2014*

**PRESENT TENSE THEATER PROJECT**, New York, NY

*Dramaturg, 2004-2006*

Assisted director Cynthia Croot and a team of writers and performers in the creation of an original work based on *The Snow Queen* through a series of ensemble-driven, collaborative workshops and writing sessions. COLD ran at Bank Street Theatre in April 2006.

**THEATERS AGAINST WAR**, New York, NY

*Project Curator, Short Agit-Prop Play Evening, 2005*

- Solicited and reviewed ten-minute political plays for a special edition of THAW's monthly Freedom Follies.
- Coordinated the efforts of three other script readers and produced the evening of staged readings.

**LINCOLN CENTER DIRECTORS' LAB 2003**, New York, NY

**THE ORPHANAGE/CSV CULTURAL CENTER**, New York, NY

*Director, workshop of UNREQUITED POP by Cory Hinkle, 2003*

**VITAL THEATRE COMPANY**, New York, NY

*Script Reader, 2001-2004*

*Director, SEX AND CIGARETTES by Cory Hinkle, Vital Signs New Works Festival 2002*

*Director, BUCKET OF MOON by Seth Kramer, Vital Signs New Works Festival 2002*

*Director, PAST LIVES by Jenny Lyn Bader, Vital Signs New Works Festival 2001*

*Director, FEBRUARY 14TH by Seth Kramer, Vital Signs New Works Festival 2001*

**WORD OF MOUTH PRODUCTIONS**, New York, NY

*Member, Reading Series, 2001-2005*

*Director, SURVIVING FAD by Seth Kramer, Swim Shorts Festival 2002*

*Director, TUGBOAT LOVE by Robin Rice Lichtig, Swim Shorts Festival 2003*

**LARK THEATRE COMPANY**, New York, NY

*Member, Literary Wing, 1999-2001*

**THE AMERICAN LIVING ROOM @ HERE**, New York, NY

*Director, LAST CHILD by Rebecca Sharp, August 2002*

*Director, THE LOOP TURNOVER FLIP by Robin Rice Lichtig, August 2000*

**SIGNATURE THEATRE COMPANY**, New York, NY

*Dramaturg, Residency II Pilot Project, WALKING OFF THE ROOF by Anthony Clarvoe, 1999*

### ARTS ADMINISTRATION

**THE SHUBERT FOUNDATION**, New York, NY

*Administrative Associate, January 2004-2006, Program Associate, 2006-May 2014*

- Processed 600+ grant applications: streamlined annual process of data entry and filing, generally completed in a day or two.
- Reviewed application materials, researched applicants, contributed written findings to funding recommendation report.
- Counseled prospective applicants and provided application form support, significantly reducing applicant errors.
- Obtained artwork permissions and coordinated production of annual grant report with in-house graphic designer.
- Managed three-person calendar of site visits and meetings with applicants, prepared meeting notes for files.
- Maintained database (Filemaker Pro) and updated Foundation website.
- Implemented electronic archive (eCopy Sharescan), fully digitizing over 30 years of historical files.
- Drafted correspondence, prepared expense reports, and made travel arrangements.

**VOYAGE THEATER COMPANY**, New York, NY

*Associate Managing Director, March-November 2014*

- Coordinated social media for new theater company with international focus. Saw 50% increase in Facebook fans, email list signups, and website clicks within one month.
- Wrote successful grant application to Lower Manhattan Cultural Council funding "Parts Unknown" reading series.

**MUSIC-THEATRE GROUP**, New York, NY

*Production Coordinator, March-October 2003*

- Managed facility and artist arrangements for five developmental performance workshops: proctoring auditions, hiring stage management and technicians, scheduling rehearsals, tracking artist visa applications, booking space and equipment.
- Facilitated two-show summer residency on college campus as onsite company liaison: trained and supervised student technical and house staff, reconciled cash and credit card box office sales.
- Took over FileMaker Pro database maintenance previously outsourced to a paid independent contractor.

**BROADWAY PLAY PUBLISHING INC.**, New York, NY

*Assistant to the Publisher, 1999-2002*

### EDUCATION

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**BROOKLYN COLLEGE, CUNY**, Brooklyn, NY

*Master of Fine Arts, Directing*

**SYRACUSE UNIVERSITY**, Syracuse, NY

*Bachelor of Fine Arts, Drama*