

MICHELE TRAVIS
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DIRECTING AND DRAMATURGY

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, bringing in 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

NEW GEORGES, New York, NY

Script Reader, 2001-2003

Director, reading of *PLAY NICE!* by Robin Rice Lichtig, 2000

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 online marketing and 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

BROOKLYN COLLEGE, CUNY, Brooklyn, NY

Master of Fine Arts, Directing

SYRACUSE UNIVERSITY, Syracuse, NY

Bachelor of Fine Arts, Drama