

EDUCATION

MA Theatre Arts Administration—Rowan University, NJ	Present
MA Theatre Studies—Montclair State University, NJ	2014
MA Educational Theatre—New York University, NY (incomplete)	2002
BS English w/communications for Sec. Education—Eastern University, PA	1999

EXPERIENCE

Teacher & Director of Visual and Performing Arts

Life Center Academy, Burlington, NJ 2012-Present

- Humanities, history, religion, speech and theatre
- Plans and helps orchestrate fine arts events for the school
- After school theatre club director & advisor of International Thespian Society Troupe 8109

Fine Arts Coordinator (volunteer)

Fountain of Life Center, Burlington, NJ 2011-2016

- Source and Flow (teen and young adult program)
- Plan rehearsal schedules
- Maintain paperwork for all participants
- Prepare participants for state and national fine arts festivals

7th Grade History teacher / upper school theatre instructor

Life Center Academy, Burlington, NJ 2012 - 2014

- Planning and executing lessons on history and the Bible
- Organizing and directing school musical
- Head of school's alumni association-personal contact and planning

Stage Manager & Actor

Imagination Creation, Moorestown, NJ 2011 - 2013

- Contact between director, actors, and tech crew
- Ran rehearsals in the absence of the director
- Notated scenes and lines for the director and cast
- Called the show-told the tech crew when to do sound and lights

Mailroom Freelancer

Square One, Mt. Laurel, NJ 2009 - 2011

- Printed, prepared large mailings and assembly work
- Worked the Excel program for printing mailings

SKILLS

Proficient or familiar with a vast array of computer programs: MS Windows
Computer Literate in Windows & MS office (Excel, PowerPoint, Word, Publisher and Outlook)
Adobe CS 2 InDesign—adequate
Internet savvy—Prezi and social media networks (Facebook, Twitter, Instagram, Wordpress, etc.)
Type—60 wpm
Great organizational and communication skills