

**Objective**

To utilize skills and competencies learned in the fields of performing arts, customer service, and education by providing students with entertaining, individualized, encouraging, and growth-centered tutoring experiences.

**Education**

Florida State University, BFA Musical Theater, 2014-2018: Magna Cum Lauda, completed undergraduate honors thesis entitled *Three Cents: Reinterpreting The Threepenny Opera as an Immersive Experience* overseen by Dr. Kris Salata

**Additional Certifications**

Poynter/ACES Certificate in Copyediting: November 2020

Upright Citizen's Brigade Training Center, NYC: Improv 101, 201; October 2018-October 2019

**Skills**

Proficiency in Microsoft Office Suite, Zoom, Google Apps, Apple Suite, Dropbox, Wix, Mindbody, Salesforce, Toast, Mercato, and Relay.

Basic video editing, audio editing, and graphic design, SEO best practices, Editing, Proofreading; MLA, AP, and Chicago manuals of style.

Improvisation, crowd-control, customer service, brand advocacy, and creative problem solving.

**Work Experience**

Freelance Copywriter—Responsibilities include drafting, editing, and uploading blog content and website copy that is informative, SEO optimized, and free of errors. Contractor work includes SEO blog entries for Localize Digital marketing, a Florida-based marketing agency for Electricians, Q&A article copy for Study.com, a global source of information on college and career paths, SEO blog entries for CannaSuite, an upcoming Florida-based marketing and personnel management firm for Cannabis Dispensaries, and website copy for Dynamic Body Stretching, an assisted-stretch certification company.

ESS: Substitute Teacher (August 2020-Present): Substitute responsibilities include maintaining classroom organization, following lesson plans or constructing alternative activities, attendance and classroom management, and reporting disturbances and other notes to the teacher of record.

TutorMe: Online Tutor (August 2020-Present): Tutor responsibilities include offering on-demand tutoring and homework help to students using an interactive workspace, audio and video chat, and screen-sharing.

The Ride NYC: Ride Host (October 2018-March 2020): Responsibilities of the Ride Host include greeting, seating, and situating guests in a tour vehicle, memorizing key talking points and then working cooperatively with a co-host to improvise a unique, comedic tour experience based on said points, while accounting for the vehicle's rate of travel, changes in route and factual updates, and opportunities for spontaneous guest interaction.

Gina Gibney Dance, Inc: Center Intern (November 2018- February 2019): Intern responsibilities include managing and updating client profiles in Mindbody and Salesforce, recording class lists and rentals in Mindbody and Salesforce, processing payment for classes and rentals, checking in and assisting students and renters, overseeing studio operations, minor cleaning tasks, and screening client concerns, questions, and requests to direct them to the appropriate resources or department.

Various other paid and volunteer positions in food service and community/regional theater from 2011-2020: Barista, Prep Cook, Cashier, and Actor/Performer.