

Miranda Morris

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Skills

- Typing and dictation
- Type 70 words per minute
- Taking calls and messages
- Communication
- Organization
- Time management
- Events management and coordination
- Graphic design
- Social media content creation
- Intermediate couch potato

Production Experience

<i>The Wedding Story</i>	Director, stage manager, dramaturg	Greensboro College
<i>Bright Star</i>	Touring Production Truck and Inventory Manager	West Orange HS/ Tara Whitman
<i>Shrek</i>	Assistant Stage Manager	West Orange HS/ Tara Whitman
<i>Noises Off</i>	Assistant Stage Manager, Dramaturg	West Orange HS/ Ken Rush
<i>42nd Street</i>	Dramaturg, Dresser	West Orange HS/ Ken Rush
<i>The Elephant Man</i>	Dramaturg, Dresser	West Orange HS/ Ken Rush
<i>Into the Woods</i>	Sound Effects Designer, Sound Crew	West Orange HS/ Tara Whitman
<i>Big Fish</i>	Assistant Props Chief, Props design and construction, Dresser, Graphic Design	West Orange HS/ Tara Whitman
<i>Fiddler on the Roof</i>	Props Crew: curation, design, and construction	West Orange HS/ Tara Whitman

Professional Experience

Costumes Laundry Supervisor

April 25th, 2022—Present

Cedar Point Amusement Park | Sandusky, OH

- Oversee the laundering of over two thousand costume pieces every week
- Create paperwork including Day-Out-Reports, Laundry Procedure information, and more
- Keep track of costume pieces with the use of clear labeling and extensive Excel sheets
- Assist in general shop procedure, including sewing costumes, organizing, cleaning, and check-outs for returning costumes
- Train and supervise a team to complete all tasks in a self-directed manner

Assistant to the Director of Professional Development (Volunteer)

March 2022

Southeastern Theatre Convention 2022 | Memphis, TN

- Assisted with set-up and tear-down of the SETC 2022 Convention, including loading and unloading
- Run the Job Fair registration desk with a welcoming attitude
- Informed job candidates of best practices and procedures and encourage them in their job search
- Helped companies find their tables and access convention center equipment as needed
- Trained and supervised volunteers for the Job Fair
- Assisted in scheduling and email communications, set up the digital sign-up systems

Fall Intern

September 1st, 2019—November 23rd, 2019

North Carolina Theatre Conference (NCTC) | Greensboro, NC

- Worked with the Director of Marketing to brainstorm potential companies to reach out to for ad sales
- Organized and distributed merchandise such as t-shirts, drawstring bags, and water bottles
- Created and kept track of important paperwork for the SETC Screening Auditions, Play Festivals, etc.
- Recruited and coordinated volunteers to work various jobs at the State High School Play Festival and College Discovery Day

Education

Bachelor of Fine Arts in Musical Theatre from Greensboro College

May 2022

Graduated Magna Cum Laude with minors in Business, Dance, Humanities, and Creative Writing

- Member of the Title IX Sexual Misconduct Student Advisory Board 2019-2022
- Facilities Coordinator for the Student Honors Organization 2020-2021; President 2021-22
- Member of Sigma Tau Delta English Honors Society since 2022

References

Elizabeth Theodora

Director of Professional Development at SETC

elizabeth@setc.org

Amanda Clark Hillenbrand

General Manager of NCTC

amanda@nctc.org

Mahealani Jones

Costume Professor at Greensboro College

mahealani.jones@greensboro.edu

Kenneth Rush

Former Theatre Director at West Orange High School

knnthrush@aol.com

I am happy to provide additional references upon request!