

# Kate Pelini

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## EXPERIENCE

### The Youngstown Playhouse, Youngstown, OH (est. 1924)

- **2016:** Served as a Production Assistant along with performing in multiple productions. I learned through observation what it takes to run a creative project and how to make lasting, meaningful connections.
- **2017:** Stage managed multiple small productions in the Black Box Theatre from musical cabarets to plays.
  - I managed 6-12 actors and communicated with all production designers, using spreadsheets to keep track of everything.
  - Recorded all changes and kept track of all actor/sound/set/lighting cues, which I called during production.
- **2018 & 2019:** I was honored to be the youngest person to ever stage manage main stage productions at this now one-hundred-year-old institution: *Caroline, Or Change* and *Treasure Island*.
  - I gained invaluable experience working with groups of 15-25 actors, as well as multiple production designers.
    - I created and maintained all rehearsal and production schedules.
  - Using my experience as both an actor and a producer, I learned how to maintain both positivity and productivity while communicating between all creative parties.
  - Gained experience as a script manager and supervisor, noting and organizing all changes made throughout production.

### The Inn At Ironwood, Canfield, OH

- **2019:** I served as a Dietary/Health Aide to the residents at this assisted living home and learned valuable organization, patience, and time management skills.

### The American Academy of Dramatic Arts, New York, NY

- **2020 & 2021:** Worked as a production assistant for multiple stage productions including *Macbeth*, *Luck Of The Irish*, and *Significant Other*.
  - I managed groups of 8-15 professional actors and maintained communication between all creative parties in the production team. Each production invited a new director, a new stage manager, and new actors, so I learned how to see and translate different creative visions.
  - Recorded all lighting/sound/actor cues, as well as all changes made throughout the rehearsal process
  - Used spreadsheets and multiple hand-written scripts, each of which recorded something different.

## EDUCATION

### Bachelor of Science, Media Studies

12/2023

- The New School, GPA: 3.8

### Associate of Arts, Occupational Studies (Acting)

05/2021

- The American Academy of Dramatic Arts, GPA: 3.5

## SKILLS

Proficient in Microsoft Office, Da Vinci Resolve, Google, and Adobe Software. Organized and disciplined, detail-oriented, strong computer skills, proficient in Spanish, experienced multi-tasker and experience with young children. Skilled in all forms of media analysis from film and television to news broadcasts, as well as being an articulate and descriptive writer and editor.

- Can provide professional Acting resumé upon request