

# Rachel Greene

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## EDUCATION

**Brandeis University**, Waltham, MA

2016 - 2020

- ❖ Bachelor of Arts in Theater Arts with Highest Honors, Magna Cum Laude
- ❖ GPA: 3.738 (out of 4.0)

## WORK EXPERIENCE

**Audience Services & Community Engagement Associate | Actors' Shakespeare Project**, Boston, MA Sept 2021 – Present

- ❖ Serve as the company's primary point of contact for audiences and general public
- ❖ Act as liaison between company and community partners and develop community engagement initiatives

**Marketing Associate | Artists' Theatre of Boston**, Boston, MA Aug 2020 - Present

- ❖ Manage marketing and social media, utilizing Facebook, Instagram, Twitter, Microsoft Office, Slack, Canva, Photoshop
- ❖ Produce and coordinate productions, rehearsals, talkbacks, and related events

**Teaching Artist | Boston Theater Company**, Boston, MA Aug 2021 – Present

- ❖ Lead in-school workshops on Shakespeare for Boston-area high school students

**Theatre Arts Educator | Beyond the 4<sup>th</sup> Wall Expression Theatre**, Cambridge, MA Apr – Oct 2021

- ❖ Planned and implement original lesson plans for students aged 4-12 in Cambridge Public Schools

**Marketing Intern | Commonwealth Shakespeare Company**, Boston, MA June – Aug 2021

- ❖ Create graphics and execute marketing and community outreach via email and across all social media platforms
- ❖ Attend regular staff meetings and foster warm working relationships with staff and community partners

**Monologue Coach | Commonwealth Shakespeare Company**, Boston, MA July – Aug 2021

- ❖ Plan and execute personalized coaching sessions for multiple acting apprentices
- ❖ Teach the fundamentals of analyzing and performing Shakespeare's texts

**Drama Group Leader | Tobin Beaudet Schools**, Needham, MA Aug 2020 – Jan 2021

- ❖ Planned and implement lesson plans in theatre and drama for school-aged students
- ❖ Curated personal, individualized relationships with member families and students

**Teaching Assistant: Introduction to Acting | Brandeis University Dept. of Theater Arts**, Waltham, MA Feb – May 2019

- ❖ Led warm-ups and assisted professor in needs technical, logistical, and artistic
- ❖ Met with students outside of class meetings to provide individual coaching and guidance

**Administrative Assistant | J-Day Camps**, Beachwood, OH May - June 2018

- ❖ Completed administrative responsibilities including maintaining the student database and tracking payments

## LEADERSHIP

**Commonwealth Shakespeare Company - Alumni Committee Board Member (Founding Cohort)** May 2020 – Aug 2021

- ❖ Maintain engagement with alumni base through social media, newsletters, and regular events

**Undergraduate Department Representative of Brandeis Department of Theater Arts** Aug 2018 – May 2020

- ❖ Piloted initiatives to promote student engagement and department accessibility and sustainability
- ❖ Served on the Department of Theater Arts season selection committee
- ❖ Performed miscellaneous duties as needed, such as house managing, securing spaces, and offering tours of the theater

**Proscenium Musical Theatre A Cappella – Rehearsal Manager, Publicist, Asst. Music Director** Aug 2017 – May 2020

- ❖ Planned rehearsal schedules, maintained group productivity, and taught music during rehearsal times
- ❖ Managed social media presence across multiple platforms

## AWARDS

**Harold and Mimi Steinberg Prize for Best Original Play** (Brandeis Dept. of Theater Arts) May 2020

**Roy K. Stevens '68 Prize in Theater Arts** (Brandeis Dept. of Theater Arts) May 2020

**Outstanding Undergraduate Department Representative Prize** (Brandeis University) May 2020

**Highest Honors awarded for a Senior Honors Thesis** (Brandeis Dept. of Theater Arts) May 2020

**Brandeis University Dean's List** Jan 2018 – May 2020