

OLIVIA MARTIN (they/he)
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EDUCATION

Georgetown University, Washington, DC (May 2023) / **Cum Laude**

Bachelor of Arts in English and Psychology, Minor in Theater and Performance Studies (TPST)

- **LGBTQ Bridge Builder Award:** *for excellence and commitment in building connections between the LGBTQ communities and broader student life at Georgetown, awarded at Lavender Graduation 2023.*

Holy Innocents' Episcopal School, Atlanta, GA (May 2019) / **Cum Laude**

HIGHLIGHTS

Georgetown University Department of Performing Arts

UPCOMING: Stage Manager (*Our Dirty War*), AUGUST 2023 - OCTOBER 2023

Assistant to Prof. Maya E. Roth, MARCH 2022 - PRESENT (Washington, DC)

- Organize online presence and presentation of research, including curation of online portfolios, folders, and websites, and creation of various videos
- Assist with coordinating and conducting editorial work, including for the Jane Chambers Playwriting Award and book reviews for *The Journal of American Drama and Theater*
- Draft emails, keep mailing lists of students, and manage Canvas communications with classes

Stage Manager (Cabaret), APRIL 2021 - NOVEMBER 2021 (Devine Studio Theatre, Washington, DC)

- Schedule and run rehearsals based on actor and production team availability; manage all cast and crew
- Liaise co-production with professionals, including calling cues for show's run and operating lights board

Within Reach Education

Essay Editor, MAY 2023-PRESENT (*Remote*, Atlanta, GA)

- Support educational consultant in proposing revisions for high school students' college admissions essays
- Produce feedback to grow students in their writing capabilities and digital communication skills

nomadictheatre

Director (RENT), APRIL 2022 - NOVEMBER 2022 (Village C Theater, Washington, DC)

- Lead a team of student actors, designers, and staff to create a full-scale production of *RENT*
- See the production through from start to finish, including but not limited to: staffing, casting, collaborating on design, running rehearsals, creating all staging, and coordinating dramaturgy

Shop Made in DC

Sales Associate, AUGUST 2020 - JUNE 2021 (Washington, DC)

- Assist customers on a store's floor and at the register, including use of Square point-of-sale systems
- Package and ship online orders and create curated bulk-order gift boxes

Compass Rose Theater

UPCOMING: Set Designer (*I And You*), NOVEMBER 2023

Summer 2023 Intern, JUNE 2023 - PRESENT (*Remote*, Annapolis, MD)

- Create Compass Rose Theater's 2023-2024 season brochure, as well as social media posts promoting camps
- Gather and organize information: community contacts, practices/policies of nearby theaters, and camp sign ups

ORGANIZATIONS AND ADDITIONAL EXPERIENCE

nomadictheatre *Additional credits:* Set Designer (*Sweat*, Spring 2023; *Last Summer at Bluefish Cove*, Spring 2023)

GU Theater and Performance Studies Program *Additional credits:* Stage Manager (*An Acorn*, Winter 2020), Assistant Director/Stage Manager (*Letters & Poems*, 2020-21), Assistant Director (*One Flea Spare*, Spring 2023)

The Georgia Voice *Summer Intern (2021), Freelancer*

The Georgetown Voice *Leisure Section Editor (2021), Leisure Assistant (2020)*

The Laboratory for Global Performance and Politics *Stage Manager/Transcriber (Art of Care, Summer 2023), Centennial Lab Scholar - Trip to Cambodia (Summer 2022), Venue Stage Manager (The Gathering, Spring 2022)*

Mask & Bauble Dramatic Society, *Season 169 Technical Director (2020-2021)*

Monumental Theatre Company *Costume Crew/Intern (Tick... Tick... Boom!, Summer 2022)*

Shakespeare Theatre Company *Class: Directing - Tablework with Actors (Summer 2022)*