



Megan Elizabeth Gray

Personal Contact Information Available Upon Request

www.megan-gray.com

Education & Certificates

- B.A. in Theatre & Drama from Indiana University Bloomington with concentrations in Directing, Stage Management, & Secondary Theatre Education
- Artistic Direction Apprentice at Magic Theatre in San Francisco, California for the 2016-2017 season under the mentorship of Loretta Greco, former Artistic Director
- CPR, First Aid, AED, & Suicide Prevention Certified
- Professional Education License to teach Theatre & Drama for Pre-K through 12th grade students in Illinois

Work Experience

Stage Manager

Various Locations | Chicago, IL, etc.

2012-Present

- Worked as a vital member of stage management teams at venues across the country and throughout Chicago
- Shepherded groups of 100+ performers and dozens of crew members backstage during nightly performances, carrying out crucial stage directions and tasks in a timely manner
- Extremely organized, extraordinary time management skills, and highly prompt
- Strong problem-solving abilities and communication skills
- Experience working on plays, musicals, TYA, immersive theatre, and new works
- Full stage management resume available

Theatre Teacher & Director

Saint Viator High School | Arlington Heights, IL

Fall 2020-Present

- Since the onset of the pandemic, I turned back to education while most theatres were shut down, serving as the only Theatre Teacher & Director at Saint Viator High School
- I teach 3 different levels of theatre – Theatre I, Theatre II, and Theatre Outreach, a new class that I initiated this past fall where students act in and produce a traveling children's musical that we tour with for free around our community
- In addition to classes, I also direct and produce the school's annual play and musical, guiding freshman through senior students through blocking, choreography, stage management, props design, sound design, costume design, and marketing. Shows produced thus far include: *Girls in the Boat*; *Into the Woods*; *Seussical Jr*; *Miss Nelson is Missing! The Musical*; *Pippin*; & *Noises Off*
- Works with school administration to develop an annual budget and is the sole hiring personnel for the theatre department

Artistic Direction Apprentice

Magic Theatre | San Francisco, CA

Fall 2016 – Summer 2017

- Personal Assistant to Artistic Director Loretta Greco, managing personal and professional email correspondence, letter writing, event planning, and diverse daily assignments
- Spearheaded the development and maintenance of social media content, building Magic's internet presence from the ground up for the entire season
- Amassed resources and created dramaturgical content for four large-scale productions and a dozen readings & workshops throughout the season
- Read & evaluated play submissions for both season recommendations and Magic's annual Virgin Play Festival
- Booked travel arrangements for all out-of-town artists

Headmaster & Teaching Artist

First Stage Theatre Academy | Milwaukee, WI

Summers 2013, 2016-2018

- After serving as a teaching artist for two summers, I was asked to be one of the "Headmasters" (or principals) at First Stage's Summer Theatre Academy for two additional summers, overseeing daily administrative functions in addition to various leadership responsibilities
- Provided one-on-one guidance, specialized mentorship, and discipline to students of all ages
- Taught theatre arts to students ranging in age from preschool thru 12th grade and instructed a wide variety of courses, including movement, musical theatre, scene study, and character development
- Guided large groups of students through group warm-ups, announcements, daily scheduling, and final presentations
- Organized, planned, and facilitated a variety of events each summer

Special Skills

Databases: Tessitura, TicketMaster, Arctics, Salesforce

Applications: Microsoft Suite, Google Suite, iMovie, Hootsuite, Mailchimp, Wix, Basecamp, Dropbox, Slack

Social Media: Facebook, Instagram, Twitter, Snapchat, YouTube, LinkedIn

Other: ample directing experience (full resume available); able to read music; works extremely well with children; driver's license; experienced in props design, run crew, wardrobe crew, and sound & light board operating; stellar whistler