



CONTACT ME AT

✉ gloriabillingsley33@gmail.com

🖥 www.gloriathestoryteller.com

SKILLS

Technology:

MetroTix

InDesign

Premiere

Audition

Canva

Excel

Outlook

Publisher

Zoom

Google Suite

Experience with:

Copiers

Scanners

Laminators

Phone work

Social Media savvy:

Facebook

Instagram

Twitter

HootSuite

GLORIA BILLINGSLEY

CREATIVE COLLABORATOR

PERSONAL PROFILE

I am a dedicated theatre professional with a passion for community development and arts administration. Fondly called an 'organizer of chaos,' I'm a self-starter who can juggle multiple projects while keeping attention to detail and deadlines.

WORK EXPERIENCE

Stage Management

*a full stage management resume can be submitted upon request

Kalamazoo Civic Theatre | July 2020 - present

- Stage Management Intern
- Organized and managed production meetings, auditions, rehearsals, and performances

Hoosier Shakes | Summer stock 2019 - present

- Production Stage Manager
- Organized and managed a touring Shakespeare repertory company

Box Office/Front of House

Kranzberg Arts Foundation | 2019 - present

- On call Box Office Manager
- Trained with MetroTix ticketing software
- Assists patrons with purchasing and reserving tickets; print and managed comp ticket lists

Shakespeare Festival St. Louis | 2018 - 2019

- Box Office Manager
- Communicated with the Director or External Affairs to insure sponsors and donors were provided reserved seating

The Rev | Summer stock 2018

- Front of House Assistant
- Provide patron services before, during, and after each performance
- Help organize and train volunteer ushers

Publicity

Indiana Wesleyan University | June 2015 - May 2018

- Create and produce print/digital promotional materials for current and upcoming theatre season (e.g. posters, radio contests, social media, campus events, etc.)
- Create and maintain a show/season budget
- Experience generating sponsorships with local businesses

Education

Shakespeare Festival St. Louis | Jan 2019 - March 2019

- Teaching Apprentice, Assistant Director
- Through "Shake 101" Program, assisted teaching Shakespeare and performance to middle school students

Assistant directed a 20 minute adaptation of As You Like It

Indiana Wesleyan University | Aug 2017 - June 2018

- Teaching Assistant for Beginning Acting and Theatre History I

EDUCATIONAL EXPERIENCE

Indiana Wesleyan University

BS Theatre; BS Honors Humanities

August 2014 - May 2018



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Current Salary:

- around \$11,000
- around \$20,000 when including company provided housing and utilities
- 12 PTO Days
- Health Insurance

Target Salary Range:

around \$30,000

GLORIA BILLINGSLEY

REFERENCES

GREG FIEBIG

Executive Director, Hoosier Shakes

811 Briarwood Ln.

Marion, IN 46952

email: execdiretor@hoosiershakes.com

phone: 765-243-2321

- Greg hired me to stage manage Hamlet, Othello, and As You Like It
- Greg hired me as a performer for Twelfth Night, Pericles, Henry V, and A Midsummer Night's Dream
- I assistant directed and stage managed Greg's direction of Trumbo: Red, White & Blacklisted
- Known each other for 6 years

COLIN O'BRIEN

Associate Producer, St. Louis Shakespeare Festival

5715 Elizabeth Avenue

St. Louis, MO 63110

email: colin@stlshakes.org

phone: 314-531-9800, x112

- Worked with Colin as a Box Office Manager for STLSF's "In the Works" season
- Colin supervised me as a Front of House Apprentice for Winter's Tale
- I regularly work with Colin to fill any needs STLSF might need to produce events
- Known each other for 4 years

ROBERT HARRIS

Director of Venue Operations, Kranzberg Arts Foundation

3224 Locus St. Suite 401

St. Louis, MO 63103

email: robert@kranzbergartsfoundation.org

phone: 314-549-9990 ext. 104

- On call to work Box Office events at the Kranzberg Arts Foundation
- Known each other for 2 years

EMILY ROBINSON-DYKSTRA

Director/Performer, Self Employed

Chicago, IL

email: emrob.artist@gmail.com

phone: 740-541-2629

- Stage managed Emily's direction of Othello with Hoosier Shakes
- Known each other for 2 years