

# Juliana Kelly

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## Education

Ohio Northern University, BFA '23

Bachelor of Fine Arts in Musical Theatre, minors in Arts Administration and Theatre Technology & Design (with a focus in Stage Management)

## Stage Management

<i>The ONU Holiday Spectacular</i> , SM	Ohio Northern University	Dir. Kirsten Osbun Manley
<i>Addams Family</i> , SM	Ohio Northern University	Dir. Matt Simpkins
<i>The House of Bernarda Alba</i> , SM	Ohio Northern University	Dir. Cait Robinson
<i>Spring Awakening</i> , ASM & Fight Capt.	Ohio Northern University	Dir. Emily Young

## Relevant Theatre Experience

<i>Loot</i> , Wardrobe Head	Ohio Northern University	Dir. Beverly Redman
<i>Swing</i> , Light Board Operator	Ohio Northern University	Dir. Alison Solomon
<i>Chicago</i> , Asst Director	Hawken Players Society	Dir. TJ Gainley
<i>Julius Caesar</i> , Fight Capt.	Ohio Northern University	Dir. James Savage
<i>Beauty...Beast</i> , Fight Capt.	Ohio Northern University	Dir. Matt Simpkins
<i>Sunday... George</i> , Fight Capt.	Ohio Northern University	Dir. Courtney Kattengall

## Related Experience

<b>Box Office Operations Lead</b>	The Freed Center	2019-2023
<ul style="list-style-type: none"><li>• House Manager for several dance shows and concert events at the Freed Center for the performing arts</li><li>• Handle ticketing sales and donations for 7-8 shows annually between two theaters using Choice Ticketing</li><li>• Answer questions for customers in person, via phone, and via email</li><li>• Assist in all operations for the daily function of the box office, including processing performer complimentary ticket forms and working events and performances</li></ul>		
<b>Technical Liaison</b>	The Freed Center	2019-2023
<ul style="list-style-type: none"><li>• Schedule work hours and special event staff for 60 student employees for the scene and costume shops</li><li>• Handled employee communication related to time conflicts, uniforms, and emergency protocol.</li></ul>		
<b>Admissions Counselor</b>	Ohio Northern University	2023-Present
<ul style="list-style-type: none"><li>• Lead of recruitment and audition organization for Theatre Arts majors nationwide for competitive BFA programs, as well as general university recruitment for the Northeast Ohio Region, FL, TX, and GA.</li><li>• Handles communication with thousands of potential students</li><li>• Plans overnight visits, including student employee hiring/training, visit scheduling, and handling liability forms</li></ul>		

## Skills

Proficient in Spanish and experience translating texts, Musical Theatre Performance experience, First Aid/ AED/CPR certified, Mental Health First Aid certified, Systems: Choice Ticketing, Virtual callboard, Microsoft Suite, Final CutPro, All basic sewing alterations: hemming, tapering, buttons, fixing holes and rips, adding pockets, Scenic shop and strike experience, experience with the safe performance of found object violence, knife, rapier, and hand to hand combat, Great with kids, excellent time management, organization, scheduling, conflict negotiation, creative problem solving, positivity, and tenacity in a work environment.