

Kat Swank

P: (408) 384-2142 | E: katswank9@gmail.com
LinkedIn: <https://www.linkedin.com/in/kat-swank>
Website: <https://www.katswank.com>

EXPERIENCE

SwagUp (Remote) December 2020–Present
Business Development Representative

Onboarding multiple clients a day for a fast-growing promotional products company, communicating relevant project details, creation and editing of sales copy/content, and assisting with training new team members

Zoe Elle Co (Remote) August 2020–December 2020
Marketing Coordinator

Lead the Social Media Team for a sustainable products digital marketing agency including outreach for brand partnerships, interviewing brands for editorial articles and IG Live Sessions, aiding with sales pitches and campaign strategies

Lime Arts Production (Remote) Summer 2021
Director

Directed *From Where We STEM* by Micki Smolenski as a part of Lime Arts Productions 20 by 20 Fringe Festival.

Shakespeare Theatre of New Jersey (Madison, NJ) Summer 2019
Directing Intern (Summer Professional Training Program)

Assistant Director to Brian B. Crowe on STNJ's production of *William Shakespeare's Long Lost First Play (abridged)*, a comedy by Austin Tichenor and Reed Martin.

Park Theatre (London, England) Spring 2019
General Intern

Undertook general production running tasks including props sourcing, organized and scheduled educational tours for local schools, wrote and adapted contracts for cast members, read scripts for artistic feedback, attended external theater productions/play readings and produced reports for the Park Theatre artistic team

EDUCATION

Bucknell University (Lewisburg, PA) May 2020
Bachelor of Arts in Psychology and Theatre, Magna Cum Laude

Dean's List and Arts Merit Scholar 2016–2020

PRODUCTION EXPERIENCE

Director/Assistant Director/Writer 2017–2020

Directed showcases as a part of Bucknell University's 2017–2018 season: *Women and Wallace* by Johnathan Sherman (2018), *Axel F* by Liz Flahive (2017)

Assistant directed Bucknell University's Mainstage productions: *The Revolutionists* by Lauren Gunderson (Dir. Karin Waidley; 2020), *Les Liaisons Dangereuses* by Christopher Hampton (Dir. Anjalee Hutchinson; 2017)

Wrote and performed a one-woman comedy show for a senior seminar

Contributed to writing the devised production, *Unheard/Unspoken* (2020), performed at Bucknell University and as a finalist at the Kennedy Center American College Theatre Festival Region 2

We Brake For Nobody Improv Comedy Team President/Treasurer/Social Media Manager 2016–2020

Created show setlists and assigned games to members, arranged publicity and advertising on social media and campus, booked event space, managed budget, and performed in the shows (4 per year)

Boston University (London, England) Spring 2019

Studied abroad through Boston University's London Theater Internship Program

SKILLS

Writing, Directing, Acting, Social Media Marketing, Google Workspace/Google Analytics, WordPress/Wix, Microsoft Office, Salesforce.com, and Remote Work and Associated Tools for Productivity