

CHRISTOPHER J. CARCIONE

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EDUCATION

Sarah Lawrence College
MFA, Theatre
May 2015

Boston University, Boston, MA
BS, Communication
Major: Public Relations, Minor: Theatre Arts
May 2008, Cum Laude

Institute for the International
Education of Students
Rome, Italy
September – December 2006

SOFTWARE PROFICIENCY

MS Office (Word, Excel, PowerPoint),
Adobe CS (InDesign, Photoshop, Illustrator)
Windows & Mac OS
Working knowledge of HTML and CSS
MailChimp & Constant Contact
Web CMS (WordPress, Squarespace, Wix)
Isadora

REFERENCES

Available upon request

EMPLOYMENT EXPERIENCE

Adjunct Professor

Westchester Community College • Valhalla, NY • 2015 – Present
Teach courses in Introduction to Theater, Speech Communication
Devised Theater.

Assistant Director, Drama Department

Birch Wathen Lenox School • New York, NY • 2016 – Present
Produce & direct full productions for students in grades K-12.

Marketing Manager, CO/LAB Theater Company

February 2016 – Present • New York, NY
Manage brand, voice, and public content for theater company;
manage website; plan and execute digital, e-mail, and print campaigns
for the company's activities; supervise marketing associate.

Print & Graphics Manager, Williamstown Theatre Festival

2015 Season (Seasonal Employment) • Williamstown, MA
Create all marketing collateral for the season including postcards,
programs, and posters for all shows and special events; manage web
updates and creation of web-ready images, create digital marketing
assets for e-mail blasts, social media, and other digital outlets.

Design/Marketing Associate, Second Stage Theatre

October 2011 – August 2013 • New York, NY
Create all marketing collateral including brochures, direct mail
postcards, theatre signage, e-mail blasts and invitations; manage social
media and Web content; produce promotional video content; manage
subscriber enrichment events; work closely with all departments to
create a consistent brand across the organization.

Assistant to the Artistic Director, Huntington Theatre Company

August 2008 – June 2011 • Boston, MA
Executive and personal assistant to Peter DuBois: Manage all
correspondence between the artistic director, the staff and the greater
theatre community; manage the artistic director's schedule; assist in
departmental functions including planning and executing artistic
events, reading and evaluating scripts, and organizing auditions.

ADDITIONAL EXPERIENCE

Freelance Theater Artist

Work as a director, producer, and projections designer/associate on
various theater projects in NYC, around the US, and internationally.

