

MELISSA BERGSTROM

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OBJECTIVE:

To obtain a position that utilizes my skills as an educator and teaching artist.

EDUCATION:

2010-2012

Emerson College Boston, MA
M.A. Theatre Education

2001-2005

State University of New York at Geneseo Geneseo, NY
B.A. Theater, History

CERTIFICATIONS/LICENSURES:

State of Massachusetts, Initial Teaching License, Theatre K-12 (Pending) 2012

EMPLOYMENT:

July-August 2012

Drama Instructor, South End Settlements

- Developed and implemented a ten week long series of creative drama workshops for a diverse urban population, ages four through twelve
- Assisted in contributing to the mission of the organization by providing exposure to and instruction in the arts to young people in Boston's South End and Roxbury, as part of a holistic arts curriculum at the organization

February 2011-Present

Drama Instructor, Boston Children's Theatre

- Developed and implemented creative drama curriculum for classes and studios aimed at children four through twelve
- Collaborated with other instructors and staff to produce a parents' performance day at the end of each class session
- Created and taught professional development workshops for local teachers regarding arts integration and cross-curricular drama
- Developed and implemented creative drama programming for birthday parties
- Assisted with general administrative tasks, such as answering phones, handling class registration, and creating education materials for visiting schools and students

September 2010-May 2012

Graduate Assistant, Emerson College

- Provided general administrative support to Dr. Christina Marin, including handling correspondence, filing, and scheduling
- Assisted Professor Robbie McCauley with scheduling, correspondence, and telephone messages
- Acted as a liaison between faculty, staff, and students when needed
- Assisted in the preparation of course materials for the Performing Arts Department
- Maintained current academic course content on the College's WebCT system, at both the graduate and undergraduate levels
- Conducted research on arts education, local and national theatre education organizations and publications, and synthesized this information into Word documents and Excel spreadsheets
- Collaborated with special projects as needed

July 2006-August 2007

Gallery Manager/Creative Drama Teacher, The Discovery Center of the Southern Tier, Binghamton, NY

- Managed day to day operations of the museum floor, including customer services and exhibit maintenance, and oversaw a staff of over a dozen gallery aides
- Developed and presented a variety of educational programs to visiting schools and groups
- Created and pioneered a drama program for children ages three through twelve at the museum, including home school populations, preschool classes, and summer camp studios; produced a parents' sharing day at the end of each session

OTHER RELEVANT EXPERIENCE:

January 2012-May 2012

Student Teacher, Malden High School, Malden, MA

- Acted as the student teacher within the Drama and English Language Arts programs to develop and implement curriculum on a daily basis with an ethnically and economically diverse student body, grades ten through twelve.
- Collaborated with cooperating teacher to design developmentally and artistically sound curriculum, and effective assessment
- Worked cooperatively with different teachers and departments, parents, and members of the community of Malden in an effort to maximize students' learning experiences
- Assisted in the direction of two theatrical productions and led students in the creation of an original documentary theatre piece

July 2011

Conference Presenter, American Alliance for Theatre and Education 2011 Conference, Chicago

- Co-presented a session, "The Right to Play: Engaging Young People in a Reflection on Human Rights Issues Through Theatre Games"
- Provided professional development resources to professionals in the field looking for ways to open a dialogue with students about a myriad of issues affecting their world, both local and global

March-April 2011

Guest Teaching Artist, Park Street School, Boston

- Assisted in the creation of the school's first annual History Fair for students in grades three through six, utilizing arts integration and cross-curricular strategies
- Co-wrote and directed original theatrical pieces focusing on Ancient Rome and influential historical figures from Beethoven to Teddy Roosevelt; helped to choreograph living history tableaux

December 2010-December 2011

Executive Board Member, Emerson College Theatre Education Graduate Association

- Worked with a committee of three other graduate students to develop and organize social and professional development events for current Theatre Education graduate students
- Acted as a liaison between the Graduate Studies Office and the graduate student body
- Collaborate with other faculty, staff, and students to plan open forum meetings, guest speakers, a student cabaret show, workshops, and a graduate student production, which was the first of its kind at the college.

October 2007-May 2010

Co-Founder and Artistic Director of The Charlottesville Women's Theatre Project Charlottesville, VA

- Performed the role of producer and director for a number of theatrical productions
- Responsible for planning and implementing educational workshops for the public
- Organized events with local musicians, actors, writers, and visual artists
- Handled space rentals and the booking of facilities

AWARDS AND RECOGNITIONS:

Spring 2012

Emerson College Graduate Program Award for Artistic Excellence for original performance piece *SafeGuard*

Spring 2005-present

Member of National History Honor Society, Phi Alpha Theta

May 2005

Inductee of Who's Who Among Students in American College and Universities

Fall 2004-present

Member of National Theater Honor Society, Alpha Psi Omega

2003 and 2004

Two Time Recipient of the Alice Austin Endowed Memorial Scholarship for Excellence in the Performing Arts

OTHER SKILLS:

Exceptional verbal and written communication skills. Comfortable leading large groups, supervising others and handling conflict. Dedicated to fostering a creative and collaborative working environment. Excellent computer skills; proficient in Microsoft Word and familiar with other Microsoft Office applications. Friendly, outgoing, and professional.