

**Kendall Lipham**  
**Theatre & Live Entertainment Administrator**  
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New Jersey

**EVENT PRODUCTION EXPERIENCE**

Event Liaison (Franklin & Marshall Event Services) August 2019 - April 2023

- Led a team of 9 employees during the summer events season.
- Confirmed plans with clients and stayed on call during events in case any client needs arose.
- Maintained multiple large inventories.

Social Chair (Players Theatre Club; Event Planning) January 2022 - January 2023

- Hosted events for up to 57 club members, including formals, performances, self-care, and bonding activities.
- Balanced the social chair budget through operating fundraisers that allowed the purchase of club merchandise, decorations, and meals for club members.
- Received social event host training facilitated by Franklin & Marshall College.

President (Kite & Keys A Cappella) January 2022 - December 2022

- Fundraised \$993 in my first four months via membership dues, local business partnerships, and ticket purchases.
- Improved attendance by implementing attendance policy and communication process.
- Required all members to take bystander awareness and assault intervention training.
- Established club's first archive to maintain accuracy of position roles, operations, project timelines, and succession plans.

Host (Iron Hill Brewery; Private Banquet Services) October 2021 - April 2023

- Reserved and organized the private banquet space for events in conjunction with management.
- Guided 18 new hosts and servers through the training process.
- Cross-trained as a food runner, busser, and server's assistant, developing a well-rounded skill set to further support the team.
- Certified to sell alcohol through RAMP.

**ENTERTAINMENT EXPERIENCE**

Director of *9 to 5: The Musical* August 2022 - January 2023

- Delegated all responsibilities of production amongst a staff of 12 that I formed and supervised.
- Raised \$5000 for Players Theatre Club through ticket sales, program advertisements, and specialty concessions.
- Led rehearsals averaging at 12 hours weekly; responsible for style, scene blocking, and logistics.
- Created an effective timeline for productions, including an intensive schedule for tech week.

Director and Playwright of *The Best of the Worst* January 2023 - April 2023

- Organized a team of 24 cast members and 14 production staff.
- Wrote a 73-page musical script.
- Served as the choreographer (responsible for 6 out of 12 dances in the production) and costume designer.

Assistant Director of the staff-led *Student New Works Festival* January 2023 - April 2023

- Facilitated one-on-one rehearsals with 8 students to develop student-written 10-12 minute monologues.
- Conducted class when the department chair was absent.
- Coordinated technical needs between production staff and students.

**EDUCATION**

Franklin & Marshall College Class of 2023

- Bachelor of Arts, Double Major in Sociology and Theatre
- 3.97 GPA, *Summa Cum Laude*
- Honors List (3.7+)
- Member of Theta Chapter of Phi Beta Kappa Honor Society

**Highlighted Courses**

Introduction to Directing: Analyzed styles of contemporary directors and learned to run a production staff.

Theatre in the Digital Age: Analyzed how the introduction of new technologies has shaped theatre over the last 30 years.

Playwriting: Using interviews conducted on campus, wrote a five-part play exploring religion as an institution.