



REBECCA GOSSETT

Theatre Administrator

Empowering Artists: Nurturing Creativity through Dedicated Support

CONTACT

✉ rebeccagossett@gmail.com

☎ 706-936-8074

SKILLS

- Fundraising
- Stage Management
- Directing
- Employee Onboarding
- Contract Negotiation
- Event planning
- Budget & Payroll Management
- Sound Design
- Projections Design
- Marketing
- Graphic Design
- Verbal and Written Communication
- Organization
- Attention to Detail
- Creative Problem-solving
- Proficient in Google Suite, Microsoft Office, Adobe Suite, eTapestry, Canva, MailChimp

REFERENCES

Paul R. Pierce

Producing Artistic Director
Springer Opera House
706-256-0951
ppierce@springeroperahouse.org

Sally Baker

STEAM Specialist
Georgia Department of Education
615-830-7005
sally.baker@doe.k12.ga.us

Topher Payne

Playwright/Director
Atlanta, Ga
470-255-6243
topher@topherpayne.com

Katie Underwood

Associate Producer
Springer Opera House
706-256-3493
kunderwood@springeroperahouse.org

RELEVANT EXPERIENCE

Company Manager

Springer Opera House | Jan 2022 - present

- Organize travel, housing, and contracts for guest artists.
- Act as HR for all company employees.
- Facilitate company events and outings.
- Work closely with Managing Director to facilitate day-to-day operations of the theatre, including hiring staff, long-range planning, public relations, and outreach.
- Act as Campaign Manager for the theatre's current 10.7 million dollar capital campaign.

Internship Coordinator

Georgia Repertory Theatre | September 2015- present

- Facilitate internship application process for Columbus State University Theatre students
- Mentor and oversee interns and intern supervisors
- Lead recruitment efforts with local high schools for Columbus State University

Production Stage Manager

Springer Opera House | Dec 2014 - Jan 2022

- Stage Managed the entirety of the theatre's mainstage series.
- Hire and supervise all stage managers, assistant stage managers, and backstage crew for entire season.
- Oversee and coordinate schedules, staff, and spaces for all fourteen shows in the Springer season.

ADDITIONAL EXPERIENCE

Associate Producer

Dead End Drive-in (Film Production) | Oct 2022 - present

Teaching Artist

Springer Theatre Academy | June 2015 - July 2021

Graphic Designer

Reinhardt University | August 2014 - present

Box Office Manager

Georgia Repertory Theatre | Aug 2012 - Dec 2014

Primary Theatre Managing Associate

Carrollton Cultural Arts Center | July 2011, July 2012

EDUCATION & TRAINING

BFA Theatre Columbus State University | 2014

Covid Safety Certification - Arts & Science

First-Aid and CPR Certified

PRODUCTIONS

Below is a curated selection from a list of over 80 productions on which I have worked

Director

The Cake 2023
Winnie the Pooh 2021
Singin' in the Rain 2020

Assistant Director

Evita 2019
West Side Story 2018
Of Mice and Men 2016
Tommy 2015

Stage Manager

Mary Poppins 2014
Producers 2015
A Chorus Line 2015
Beauty & the Beast 2015
Sweeney Todd 2016
Sister Act 2016
Grease 2017
Dreamgirls 2017
The Great Gatsby 2018
Perfect Arrangement 2018
Jungle Book 2018
Mamma Mia 2018
Elf: The Musical 2018
Cat on a Hot Tin Roof 2019
Chicago 2019
Evil Dead: The Musical 2020
Best Little Whorehouse in Texas 2020
Wizard of Oz 2022
The Color Purple 2022

Designer

The Lion, The Witch, & The Wardrobe 2015
Stinky Cheese Man 2016
Avenue Q 2016
Newsies 2017
Proud Ladies: An Evening with Kurt Peterson 2018

Producer

Paul Pierce
Sally Baker
Shane Hall

Director

Paul Pierce
Shane Hall
Paul Pierce
Paul Pierce

Director

Paul Pierce
Paul Pierce
Shane Hall
Shane Hall
Paul Pierce
Shane Hall
Paul Pierce
Keith McCoy
Katie Underwood
Topher Payne
Ixchel Samaniego
Shane Hall
Matthew Swindell
Topher Payne
Shane Hall
Matthew Swindell
Paul Pierce
Katie Underwood
Keith McCoy

Area of Design

Sound
Sound
Projections
Projections
Projections