

RACHEL BEISWENGER

rachelbeiswenger@gmail.com | 917-557-8985

EDUCATION

KUTZTOWN UNIVERSITY

Master of Arts, *Arts Administration*

KUTZTOWN, PA

TOWSON UNIVERSITY

Bachelor of Fine Arts, *Dance Performance*

TOWSON, MD

WORK EXPERIENCE

WOLF PERFORMING ARTS CENTER

Teaching Artist

BRYN MAWR, PA

2022-PRESENT

- Lead audition workshops, creating an uplifting space and highlighting each artist's voice
- Direct and choreograph over ten musicals with casts of over 25 people

ACTOR'S EQUITY

Actor, Dance Captain, Equity Deputy

NEW YORK, NY

2014-PRESENT

- Rehearse and perform at regional theatres (Walnut Street Theatre, Westchester Broadway Theatre)
- Run understudy and put-in rehearsals while maintaining the choreographer's vision
- Represent chorus members to the equity representative, ensuring actor needs are met

KUTZTOWN UNIVERSITY

Graduate Assistant, Introduction to Theatre

KUTZTOWN, PA

2024-2025

- Managed scheduling and communication in the undergraduate theatre students' first class
- Created slideshows and study guides, leading online and in-person tutoring sessions
- Ensured students had equal opportunity to ask and answer questions, increasing student engagement

RUTGERS UNIVERSITY

Assistant Program Director, Department of Visual, Media, & Performing Arts

CAMDEN, NJ

2023-2024

- Led recruiting initiatives through phone calls, email blasts, and in-person classroom visits
- Supervised up to five interns and delegated administrative projects, including mailings and promotional materials
- Spearheaded program operations for Arts Day, an open house promoting outreach for the department

ADDITIONAL WORK EXPERIENCE

CHOREOGRAPHER (Perkiomen Valley High School, Great Valley High School)

2022-PRESENT

DANCE TEACHER (Chester Valley Dance Academy, Broadway Bound Dance Academy)

2010-PRESENT

SUBSTITUTE TEACHER (Westtown School)

2021-2022

FRONT DESK COORDINATOR (FORM 50 Fitness)

2018-2020

NANNY (Aftercare from school pick-up to bedtime for children ages one and three)

2017-2020

FITNESS COACH (Switch Playground/Form 50 Fitness)

2016-2020

SERVER (Winberies, Cheesecake Factory)

2009-2013

SKILLS & INTERESTS

SKILLS: Microsoft Office Suite (Excel, Word, Outlook, PowerPoint), Google Workspace (Docs, Sheets, Drive, Calendar), Database and Records Management, Scheduling, Rehearsal Coordination, Research, Process Documentation, Stakeholder Engagement

INTERESTS: German language study (2-year streak), contemporary literature, youth theatre choreography, dance instruction, weight training, fitness