
Courtney Bailey

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Professional Experience

Graduate Teaching Assistant

Theatre Department | TAMUC | 2018 - 2019

- Facilitates the development, grading, and participation of undergraduate theatre classes
- Fosters student engagement both inside and outside the classroom
- Collaborates with professors on class content and activities

Graphic Design Intern

CVICS | Wingate University | 2015 - 2017

- Applied time management and organizational skills to complete design projects remotely
- Established department branding through consistent imagery and content
- Developed designs for internal office executives and external educational and political partners

Lead Graphic Designer

AdTeam | Wingate University | 2014 - 2017

- Supervised designers, photographers, and social media specialists
- Connected with offices, organizations, and campus clubs through project conception and completion
- Hired, trained, and implemented new staff

Education

Texas A&M University-Commerce

Master of Arts in Theatre | 2020

- GPA: 4.0

Wingate University

Bachelor of Arts in Communications | 2017

- Emphasis: Public Relations
- Minor: International Studies
- GPA: 4.0
- Study Abroad: France, Germany, Switzerland | 2016

Additional Experience

Stage Manager

Lion Theatre Camp | TAMUC | 2019

- Provided timely distribution of rehearsal reports, incident reports, line notes, and actors' notes to both cast and crew
- Organized properties, scene changes, and crew assignments during rehearsals and performances
- Tended to the supervision of eighteen high school actors and technicians

Assistant Stage Manager

The Bald Soprano | TAMUC | 2019

- Assisted with the rehearsal process and actors' warmups, team building, and exploration
- Partnered with the director and design team on production unification and research
- Logged blocking, rehearsal reports, and line notes

Assistant Stage Manager

She Kills Monsters | TAMUC | 2018 - 2019

- Ensured actors' safety during fight calls, rehearsals, and performances
- Recorded blocking, production meeting minutes, and line notes
- Managed a backstage crew of runners and dressers

Skills

- Written and verbal communication
 - Attention to detail
 - Time management
 - Administration
 - Organization
 - Adobe Creative Suite
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