

MAGGIE QUIGLEY

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EXPERIENCE

New London Barn Playhouse, New London, NH

May - September 2022

Scenic and Props Designer/Technical Director for Junior Intern Company

- Designed the scenery, furniture, and props for five theatrical productions in collaboration with creative teams
- Executed designs using carpentry, upholstery, Adobe Photoshop, sewing, painting, furniture modifications, clay working, special effects, rigging, puppetry, and edible props
- Tracked multiple departments (Props, Paints, Scenery) budgets, and timelines from conceptualization to execution for multiple simultaneous projects; Managed stock of supplies
- Communicated between Mainstage and Education departments resulting in improved relationships
- Instructed Students aged 12-17 in properties construction and backstage etiquette
- Served as Production Assistant for two productions, and Costume Designer for one production

Michigan Shakespeare Festival, Jackson, MI (remote)

April – May 2022

Assistant Scenic Designer

- Drafted Scenery elements from a 3-D Sketchup Model to AutoCAD 2-D Drafting using theatrical drafting conventions
- Plated draftings with all relevant specifications for fabrication and approval from senior creative team
- Researched historical elements of a variety of scenery (e.g., lighting sconces, signs, mailboxes, fire pit)

Boston Wellness Group, Boston, MA

May - September 2020, 2021

Administrative Assistant

- Facilitated smooth operation of multi-disciplinary holistic healthcare center seeing 250+ clients per week
- Arranged patient appointments, general filing, faxing, scanning, and record management and worked directly with doctors to perform exams, build rapport with patients, and create a family environment
- Generated new patients through internal and external marketing; created print and digital materials
- Communicated with insurance companies regarding patient billing, payments, coverage, and claim status

Carnegie Mellon School of Drama, Pittsburgh, PA

September 2019 - March 2020, September 2021- May 2022

Usher

- Provided customer service and engagement with patrons attending shows
- Handled door responsibilities independently for shows (e.g., scanned tickets, directed patrons to seats, handed out programs)
- Handled ticket errors to resolve issues and ensure patrons were happy

Contemporary American Theater Festival, Shepherdstown, West Virginia

May - September 2019

Carpentry Intern

- Fabricated and installed six productions over six weeks on a team of six people
- Changed over complex scenery in less than one hour nightly
- Assisted with events as needed (e.g., opening night celebrations, welcome dinner, donor events)

Carnegie Mellon School of Drama, Pittsburgh, PA

January - May 2019, September 2019 - March 2020

Scenic and Prop Shop Work-Study

- Fabricated and repaired scenery and props which included carpentry, leatherworking, upholstery, sewing, painting, metal work, and increasing structure in furniture
- Created database entries of stock with photos, historical context, measurements, and common search terms

EDUCATION

Carnegie Mellon University School of Drama, Pittsburgh, PA
Bachelor of Fine Arts (BFA), Scenic Design

May 2022
Graduated with both University and College Honors

SKILLS

Software: AutoCAD, Adobe Photoshop, Adobe InDesign, Sketchup, Vray, Vectorworks, Fusion 360, Google Suite, Microsoft Suite
Technical: Soldering, Hand Drafting, Glassblowing, Model Making, Scenic Construction
Training: Laser cutter, 3-d Printing, Valid MA Driver's License