

KANIKA ASAVARI VAISH

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EDUCATION

Columbia University School of the Arts, New York, NY **August 2019 – Present**
M.F.A. in Playwriting and Screenwriting

Wellesley College, Wellesley, MA **August 2013 – May 2017**
B.A. in English Literature (with honors) and Political Science

EXPERIENCE

Columbia University School of the Arts, New York, NY **August 2020 – Present**
Assistant to Head of Playwriting David Henry Hwang

- Coordinate semi-weekly visits from guest lecturers, including playwrights and industry professionals
- Cast weekly readings of MFA playwrights' works in development

Columbia University School of the Arts, New York, NY **August 2020 – Present**
Theater Department Administrative Assistant

- Compile weekly newsletter of alumni achievements and upcoming events for MFA theater community
- Organize MFA production calendars and marketing materials
- Prepared introductory materials for first-year orientation

Fresh Lime Soda Productions, New York, NY **January 2020 – Present**
Co-founder and Artistic Director

- Produce online staged readings, workshops, and watch-parties of South Asian works, each with an average of 70 live attendees from around the globe
- Hosted in-person company launch and staged reading of original one-act *Ghost Play* for 100+ attendees

Barnard College, New York, NY **October 2020 – December 2020**
Teaching Assistant, Playwriting Workshop

- Attended semi-weekly class taught by Andy Bragen; oversaw play readings; led designated class discussions; facilitated conversations between students and guest artists
- Held weekly office hours to advise students
- Gave constructive feedback on students' weekly assignments

Atlantic Theater Company, New York, NY **October 2019 – January 2020**
Community Outreach Ambassador

- Collaborated with local businesses and cultural organizations to welcome and cultivate underrepresented audiences at Atlantic events through open mics, community leader mixers, discounted sales, and post-show talkbacks

White & Case LLP, Washington, D.C. **June 2017 – June 2019**
Legal Assistant, International Arbitration Group

- Served as primary assistant to trial coordinator during two-week hearing at World Bank location in Paris, including managing all trial logistics, assisting witnesses, and providing support to team of fifteen attorneys
- Researched corruption in international arbitration for treatise authored by a partner of the firm
- Revised, proofread, and prepared legal documents for hearings and submissions in a timely manner

Wellesley College Shakespeare Society, Wellesley, MA **August 2015 – May 2016**
Vice President & Diversity Outreach Chair

- Updated application process and revised organization policies to increase representation among society members
- Introduced new members to society practices, coordinated holiday performances and lectures, marketed monthly events to campus community, collaborated with student organizations, and met regularly with school administration