

# J. Nick Seymour

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## Education

University of Pennsylvania, Bachelor of Arts in Communications, GPA: 3.63, *Magna cum laude* (May 2019)  
With minors in Theater Arts and Gender, Sexuality, and Women's Studies  
William A. Levi Travel Fellowship (2018), Dean's List (2017-2018)  
Carriage LGBTQ Senior Society, Member (2018-2019), Student Technology Advisory Board (2016-2017)  
Dreher High School, Columbia, South Carolina; GPA: 5.12 (May 2015)  
National Merit Xerox Scholarship (2015), National AP Scholar (2015)

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## Media and Communication

Kelly Writers House, Wexler Studio Assistant (August 2015 – Present)

- Recording, editing, and publishing audio and video for live, broadcast, and studio readings and other programming

Summer Media Intern (May – August 2017)

- Digitized, edited, and archived audio recordings from 20 years of KWH program tapes

Wexler Studio Special Media Assistant (August 2019 – Present)

- Editing and html publishing of audio-video content for KWH programming and the PennSound archive

The Mask and Wig Club of the University of Pennsylvania,  
Digital Chair (September 2017 – May 2019)

- Managed maskandwig.com, social media, advertising, and internal communication and technology systems

Scribe (May 2017– April 2018)

- Managed records of club and production activities and some of its historical archives

Univ. of South Carolina, Donor Communications and Stewardship, Communications Coordinator (May – August 2016)

- Coordinated, drafted, and scouted for video productions and aided website update and social media strategy

## Theatrical Production and Design

The Mask and Wig Club of the University of Pennsylvania, Crew Member (September 2015 – May 2019)

- Constructed and transported sets and props for bi-annual musical comedy productions and annual tour
- Provided sound and lighting for stage productions and private event band and cast performances and concerts

Stage Manager (April 2018 – April 2019)

- Managed a team of twelve set builders and technicians on three original productions including an original musical, *The Book of Mermen* for 11-weeks including an international tour.

Strictly Funk Dance Company, Lighting Designer (Fall 2015 – Fall 2018)

- Provided lighting design, programming, rental management and technical needs for biannual productions

UPenn Theatre Arts Council Technician (Fall 2017 – Spring 2019)

Assistant Stage Manager - *High School Musical* | Lights Crew - *Hedwig and the Angry Inch*  
Master Carpenter - *Fantastic Mr. Fox*, *Little Shop of Horrors* | Set Designer - *Peter and The Starcatcher*, *I am a Ghost*

## Patron Assistance and Hospitality

Kelly Writers House (August 2015 – Present )

- Assisted with general House functions including cooking, cleaning, general hospitality

Programming Assistant (August 2019 – Present)

- Managing student staffers in public literary event food, technology, and reception preparation

1812 Productions (May 2018 – Present)

Summer Intern (May 2018 – August 2018)

- Performed administrative tasks in marketing, fundraising, box office management, and event planning
- Assisted with technical production, educational outreach, script coverage, and auditions

Open Captioning Operator (September 2018 – Present)

Temporary House Manager (May 2019 – Present )

Burnette, Shutt & McDaniel, PA, Temporary office runner (June – August 2019)

- Provided support in client relations, delivery, file management, and office upkeep for legal practice

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## Skills

Proficient with both Mac and PC including Microsoft Office, Final Cut, Adobe Premiere, and Audition  
Skilled in sound engineering, lighting design, set construction, and video production  
Experienced in set design, stage management, Choice CRM and digital media strategy