

LÉA FOURNIER

BFA THEATRE

Hardworking, eager to learn, and adaptable, I thrive in fast-paced environments that require teamwork, problem-solving, and strong communication skills. Originally from Atlanta, I have a strong background in theatre and have worked as a producer, production assistant, and marketer across professional film, live events, and digital media. Dedicated to creating engaging audience experiences, I approach every project with a strong work ethic, quick adaptability, and a commitment to excellence.

EXPERIENCE

THÉÂTRE ST-CATHERINE — PRODUCER AND MARKETING ASSISTANT

November 2023 – December 2024

- Ensured the theatre was clean and presentable pre- and post-show.
- Assisted with seating, ticketing, and patron inquiries; coordinated with box office and production staff.
- Created marketing content for social media to promote shows.

LADYFEST MONTREAL — PRODUCER & MARKETING COORDINATOR

July 2024 – November 2024

- Produced an improv show, managing casting, scheduling, and logistics to deliver a sold-out event.
- Designed marketing strategies and promotional materials, aligning with the festival's branding.
- Collaborated with performers and staff to ensure smooth event execution.

CONCORDIA UNIVERSITY THEATRE — STAGE MANAGER


September 2022 – December 2022


- Managed setup and takedown of the performance space for each show.
- Coordinated schedules and backstage operations, supervising usher teams.
- Worked with directors, cast, and crew to resolve challenges and ensure smooth performances.


ATLANTA OPERA — INTERN


September 2019 – December 2019


- Shadowed and assisted the Front of House Manager, gaining hands-on experience in patron services and theater operations.
- Assisted with outreach activities aimed at elementary school students to engage young audiences with opera.
- Supported various administrative tasks, ensuring smooth coordination of performances and events.

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 Sarasota, Florida

 [LinkedIn](#)

 Citizenship: American

EDUCATION

BFA THEATRE, MINOR COMPUTATION ARTS

Concordia University, Montréal, Canada
Graduated December 2024

INTERNATIONAL BACCALAUREATE DIPLOMA

Atlanta International School, Atlanta, GA
2009 - 2021

CLUBS

- **Computation Arts Student Society** -
Communications Officer
 - **Concordia Association of Students in Theatre** -
Student Wellness Officer/Website Coordinator
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SKILLS

- Front-of-House Operations
- Event Coordination
- Team Leadership
- Customer Service Excellence
- Communication & Conflict Resolution
- Proficient in Microsoft Office (Word, Excel, Outlook)
- Adobe Creative Suite Expertise (Photoshop, Illustrator, Premiere Pro)
- **Fluent in English and French**