

Aubrey Mann

Brooklyn, NY

www.aubreyrenea.com

aubrey.renea@yahoo.com

WORK EXPERIENCE

Elevate Theatre Company, New York, NY

November 2025- June 2026

Project Coordinator

- Scheduling and Logistics
 - Coordination of teaching artists, performing artists, workshop participants, audience members, panelists
- Evaluation Support
 - Literature reviews, survey analysis, report findings to stakeholders
- Curation and Coordination for post-performance panel discussion
- Facilitate focus group

NYU Steinhardt Ed Theatre Office, New York, NY

September 2025 - PRESENT

Graduate Assistant

- Assisting Ed. Theatre Faculty with a multitude of office tasks
- Set-up and facilitation of Events
- Social media creation and management
- Community engagement

Nederlander Organization, New York, NY

January 2024 - May 2024

Operations Intern

- Case study with interns in other departments based on a mock production leading up to an opening night.
 - Tasks included: creating and designing a VIP room in the Lena Horne Theatre as well as a budget breakdown of costs associated with the space, troubleshooting a sidewalk repair, and coordinating a security plan and logistics for a red-carpet event.
 - The case study culminated in a pitch that was presented to department heads, including the VP of the Company
- Researching and designing artwork pitch to the President and CEO for the Palace
- Coordinating orders of supplies, including research and purchase of furniture for VIP and Green rooms.
- Running errands to all nine theatres owned by the company, including assisting in the re-opening of the Palace Theatre.
- Distributing checks to employees

Verbatim Performance Lab– NYU Steinhardt, New York, NY

January 2024 - May 2024

Administrative Intern

- Production of performances and events, such as stage management and line management.
- Grant Research
- Monitoring and maintaining the admin email
- Assistance in scheduling, attending, and taking notes of the meetings attended by the Director and Associate Director.
- Organizational tasks such as:
 - Maintaining Google Drive
 - Creating templates for forms and documents used frequently
 - Generating invoices
 - Tracking participant releases, surveys, transcripts, and other data-collecting documents.
- Assisting with the VPL interns during their coursework

Ripple Effect Artists, New York, NY

November 2023 - August 2024

Events Management Intern

- Ran the box office during their season
- Attended board meetings
- Assisted with tasks related to the annual gala in February
- Attended events to speak about the organization and gather contacts to grow the organization.

Discovery Programs, New York, NY

July 2019 - PRESENT

Gymnastics Coach

- School Year Responsibilities
 - Worked with young people ranging from 1 to 15 years old at varying levels of skill in gymnastics.
 - Worked directly with the gym director, working with the competitive team, and attending competitions with the gymnasts.
 - Lead multiple recreational classes each week, ranging from baby classes, beginner levels, and up to our most advanced classes.
- Summer Camp Responsibilities

- Lead a group of 8-10 children in weekly day camp activities.
- Included gymnastics, dance, parkour, and art, and assisted with lunches, snacks, and outdoor walks with the groups.
- All these roles included lesson planning, activity setup, working closely with others, and providing emotional support to the young people.

TED Talks, New York, NY

March 2018 - December 2023

Lead Fire Guard/Covid Compliance Officer

- Certified Fire Guard through the FDNY for Public and Private events at the TED Talks corporate office
 - Followed FDNY guidelines when conducting inspections leading up to and during events, as well as filing out the necessary paperwork for these inspections
 - Crowd Control
 - Production Support
- Certified Covid Compliance Officer
 - Distributed COVID tests and masks
 - Checked the health status of each person entering the venue, including employees, independent contractors, and guests
 - Coordinated mass test areas
 - Communication with all involved when exposure to the virus occurred.

PRODUCTION WORK

Facilitation and Workshops

Voices of Tomorrow: Exploring the Future through Applied Theatre, Discovery Programs April 2025

New York, NY

Unleashing Anger: A Movement Workshop for Emotional Release, TBD TBD 2026

New York, NY

Director

Salt by Matthew Gasda, Brooklyn Center for Theatre Research April-August 2023

The Plunge by Mitch Ward, Secret Theatre LIC July-August 2024

Fucking A by Suzan-Lori Parks, Kansas State University September 2017

Boy Gets Girl by Rebecca Gilman, Kansas State University February-March 2017

Other Production Roles

The Inauguration Project, Verbatim Performance Lab October 2025

Slides and Survey Operator

La MaMa Moves!, La MaMa Experimental Theatre Club April 2025

Stage Manager

Chloe Saves Christmas by Dr. Flappy Manders, The Tank Annually November-December

Stage Manager

Minotaur By Matthew Gasda, Forgotten Works Studio April-June 2022

Stage Manager, Sound and Costume Designer

Mercy by Matthew Gasda, The Drama Club August 2022

Production Manager

EDUCATION

New York University, New York, NY — *Doctor of Education in Educational Theatre*

In Progress

New York University, New York, NY — *Master of Arts in Performing Arts Administration*

Graduated May 2024

- Thesis: Cultivating Connection: *The Art of Audience Care in Non-Profit Theatre Organizations*
- Outstanding Academic Achievement and Service Award

Kansas State University, Manhattan, KS — *Bachelor of Arts in Theatre*

Graduated December 2017