

# Katie Spiropoulos

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## EDUCATION

### **Tufts University**

May 2026

*BA in International Relations and Theatre, Dance, & Performance Studies, GPA: 3.87/4.00, Dean's List*

### **National Theater Institute at the Eugene O'Neill Theater Center**

December 2024

*Semester-long intensive on the music theater track*

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## SELECT WORK EXPERIENCE

### **Assistant to the Artistic Director**

May 2025- Present

Central Square Theater

- Read and respond to play submissions; Advise the artistic director on potential new work; Provide literary and dramaturgical support
- Assist with scheduling/facilitating the season casting process; Attend rehearsals, production meetings, etc
- Participate in company budgeting and accounting; Manage emails and artist correspondence

### **Teaching Assistant**

May 2025- Present

Tufts Department of Theatre, Dance, and Performance Studies

- Fall 2025– TPS 25: Imagining the Holocaust on Stage & Screen, Spring 2026–TPS 50: Acting Shakespeare
- Assist in curriculum and syllabus creation and planning
- Assist with grading on various assignments and provide students with feedback throughout the semester
- Act as a resource for both the professor and students inside and out of the classroom

### **Administrative Assistant**

Fall 2023- Present

Tufts Department of Theatre, Dance, and Performance Studies

- Organize and digitize physical archival materials, including programs, photos, and av reels
- Produce digital and print content using Canva, Adobe Acrobat, Instagram, and Facebook
- Greet visitors and serve as a directional guide for the Aidekman Arts Center complex

### **Assistant Director/Choreographer**

Summer 2025

Magic Circle Theater

- Served as assistant director and choreographer on the extended session show: Beetlejuice Jr.
- Supported and collaborated with the director during the process; Assisted with blocking, scene/character, and line work
- Choreographed all dance numbers in a variety of styles such as jazz, soft shoe, contemporary, etc

### **Stage Manager**

Sept. 2023- Present

Tufts Department of Theatre, Dance, and Performance Studies, Torn Ticket II, Tufts Pen, Paint, & Pretzels

- Creates weekly rehearsal schedules for casts of up to 25 people, adjusting in accordance with conflicts
- Acts as a liaison between the cast, creative team, and production team; prepares and runs the rehearsal room
- Takes detailed notes on actor blocking and technical needs to craft a thorough and useful cue-calling script

### **Costume Designer**

Summer 2024

Magic Circle Theater

- Served as lead designer for *The Many Disguises of Robin Hood* and *A Year with Frog & Toad*
  - Led various technical and artistic workshops for students in 6th-10th grade, as well as mentored production build time, where the students had the opportunity to aid with costume construction and creation
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## SELECT LEADERSHIP & COMMUNITY

### **Torn Ticket II: Student Run Musical Theater Group**

Sept. 2022- Present

President (2024-2025), Treasurer (2023-2024)

- Meets weekly with the TDPS Chair and other student leaders to discuss club activities and troubleshoot issues
- Maintains communication between the executive board and production teams/general club membership
- Served as the financial producer for five shows, handling all budgets and design/ordering deadlines
- Managed general budget and expenses, and created the budget for the following fiscal year

### **School Outreach/Performer, Local Bard's Players**

Jan. 2024- Present

- Promoted arts education by adapting various Shakespeare plays to make them more accessible and engaging for local Boston area elementary and middle school audiences; led post-show Q&As
- Reached out to and coordinated with local schools to schedule volunteer performances and foster connections

### **The Tufts Daily Newspaper**

Sept. 2022- Present

Deputy News Editor (2023), News Editor (2022-2024)

- Assisted Executive Editor in managing the News section; assigned stories, mentored new writers, and pitched stories weekly
- Wrote and edited articles about events happening at Tufts, as well as the cities of Medford and Somerville
- Awarded "News MVP" (May 2023)

**Tufts Model United Nations**  
Secretary General (2023-2024)

Sept. 2022- Present

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**SPECIAL SKILLS/INTERESTS**

**Languages:** Proficient in French, fluent in English

**Software:** Microsoft Suite, Google Suite, Adobe Acrobat, Garageband, WordPress, Wix, Box, FirstDraft, iMovie, Slack, and Discord

**Select Awards/Accolades:** Tufts University- *Goddard Rhetorical Prize (2026)*, *The Stephen Sapuppo Prize for Outstanding Academic Achievement in Drama (2025)*, *The Molly Glynn Summer Theater Award (2025)*, *Tufts European Center MacJannet Foundation Scholar (2023)*, *Dean's List*

*The Kelli O'Hara Awards-Kelli O'Hara Spotlight Award (2020)*, *Casady School- Drama Department MVP (2022)*