

Katie Spiropoulos

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EDUCATION

Tufts University

May 2026

Graduated Summa Cum Laude, BA in International Relations and Theatre, Dance, & Performance Studies, minor in Political Science
GPA: 3.89/4.00

National Theater Institute at the Eugene O'Neill Theater Center

December 2024

Semester-long intensive on the music theater track

SELECT WORK EXPERIENCE

Assistant to the Artistic Director

May 2025- Present

Central Square Theater

- Read/respond to play submissions; Advise the artistic director on 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

Stage Manager

May. 2026- Present

Magic Circle Theater

- Serve as a mentor for youth stage managers; teach stage management electives and run exercises
- Acts as a liaison between the creative team, production team, and rest of staff; prepares and runs the rehearsal room
- Takes detailed notes on actor blocking and technical needs to craft a thorough and useful cue-calling script

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, grading, 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; Wrote and edited articles about events happening at Tufts, as well as the cities of Medford and Somerville

Tufts Model United Nations

Sept. 2022- Present

Secretary General (2023-2024)

SPECIAL SKILLS/INTERESTS**Languages:** Proficient in French, fluent in English**Select Software:** Microsoft Suite, Google Suite, Mailchimp, PowerPoint, Canva, CapCut, 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)*, "News MVP" (2023)The Kelli O'Hara Awards-*Kelli O'Hara Spotlight Award (2020)*, Casady School- *Drama Department MVP (2022)*