

Elaine (Hendriks) Smith

Curriculum Vitae

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EDUCATION

Florida State University, MA, Theatre Studies, 2019 - present

Wayne State University, BA, Theatre, 1992 – 1997, 2018

UNIVERSITY TEACHING EXPERIENCE

- Spring 2020 Teaching Assistant, Introduction to Theatre for Non-Majors (Online)
Dr. Sean Bartley
- Fall 2020 Teaching Assistant, Introduction to Theatre for Non-Majors (Online)
Dr. Sean Bartley
- Spring 2020 Teaching Assistant, Introduction to Theatre for Non-Majors (Online)
Dr. Elizabeth Osborne
- Fall 2019 Teaching Assistant, Introduction to Theatre for Non-Majors (Online)
Dr. Elizabeth Osborne

PROFESSIONAL EXPERIENCE

2011 – 2019 Senior Director, The Berman Center for the Performing Arts at the Jewish Community Center of Metropolitan Detroit (JCC), West Bloomfield, MI

Job Duties | Develop and curate the artistic vision of The Berman; curate and execute the season of over 170 events in collaboration with the JCC staff; budget management; direction and scriptwriting for the JCC annual gala; senior leadership staff of the JCC; manage a team of 20 employees and interns; create, maintain and execute the marketing plan including web development, graphic design, social media, and publicity; work with individuals and organizations to generate funding/sponsorships; direct the JCC's summer theatre camp and community theatre program; local ArtsFest director for the JCC Maccabi Games & ArtsFest in 2013 & 2019

2010 – 2011 Artistic Director, The Historic Gem & Century Theatres, Detroit, MI

Job Duties | Curate and produce a season of shows at The Gem & Century Theatres; research theatres around the country as well as current trends in theatre

audiences; create & execute marketing plans including webpages, social media, print advertisements, videos, articles, and fostered relationships with the press; manage theatrical staff; manage ticketing with Ticketmaster

2004 – 2009 Deputy Director, The Matrix Theatre Company, Detroit, MI

Job Duties | collaboratively curated and produced a season of plays with Matrix Executive Director/Founder; grant writing and reporting; strategic planning and development, manage Human Resources strategic plan in 2008; manage staff and volunteers; marketing and public relations for Matrix Theatre Company season including web development, newsletter writer and editor (both print and online); graphics design for print materials and advertising; festival & parade planning and execution; IT Manager for day to day computer issues including database creation and management; Production Management for *Decide Tonight*, *To Kill a Mockingbird*, *CAUTION: This Is How It's Caught*, *One Flew Over the Cuckoo's Nest*, *Puppet Scrooge*, *Jesus in the Hood*, *Boomtown 1925*

1997 – 1999 Production Stage Manager, The Second City, Detroit, MI

Job Duties | Equity Stage Manager for *Phantom Menace to Society*, *Impeachment and Cream*, *Diamlers are a Girls Best Friend*, *Greetings from Viagra Falls*, *Down River Dance*; Production Manager for *Blah Blah Sisterhood & Extra-terrestrial Chicken*; stage manage eight performances per week for the primary stage production; event manage corporate events for rentals; rehearse and write new shows collaboratively with cast and production team; create set, lighting, sound, prop and costume designs for all performances (see attached list of shows); type recordings of scripts for all original productions

1995 – 1997 Production Manager, Commotion Entertainment, Detroit, MI

Job Duties | Production Management for R.Kelly, LL Cool J, Xcape, Solo for the *I Believe I Can Fly Tour* (Arizona and Michigan); Fishbone, De La Soul, Goodie Mob (Arizona & Michigan); Naz & Camp Lo; Jean Luc Ponty & Boney James; Michael Franks & Jo Sample; Lou Rawls & Nancy Wilson; Men of Vision; The Notorious BIG; Patti LaBelle & Billy D. Washington; Oleta Adams & Norman Brown; Grover Washington Jr. & Angela Bofill; Prince; execute contracts for national tours and 1-day concerts for various artists; schedule routing, itineraries, travel, and technical needs for all shows; manage payments and box office with venues for tours

SELECTED PRODUCTION EXPERIENCE

DIRECTION, THEATRICAL

2020 *The Playground: A Choose Your own Adventure Experience* at Florida State University School of Theatre

2016 - 2019 *Hairspray, A Chorus Line: High School Edition* at The Berman Center for the Performing Arts for the PAIJ Players Community Theatre Program

- 2016 – 2019 *Lion King Jr., Alice in Wonderland Jr., Peter Pan Jr., Jungle Book Kids* at The Jewish Community Center for the Summer Day Camps
- 2008 – 2011 *A Disney Review, A Midsummer Night's Dream, Animal Crackers, Aladdin Jr., Review: A History of Musical Theatre, The Tempest, Annie Jr.* at The Roeper Summerstock Theatre, Birmingham, MI
- 2008 *Something Called America* at The Furniture Factors for Michigan Box Festival in Detroit, MI
- 2008 *Tony & Tina's Wedding* at Freedom Hill in Sterling Heights, MI

DRAMATURGY

- 2019 *Chicago* at the Richard G. Fallon Theatre at Florida State University, directed by Christopher Nunez

STAGE MANAGEMENT

- 2006 – 2011 Equity Stage Manager, *Plaid Tidings, The Marvelous Wonderettes, A Forbidden Broadway Christmas, Say Goodnight Gracie.* The Gem Theatre, Detroit, MI
- 2009 Equity Stage Manager, *They're Playing Our Song.* The Jewish Ensemble Theatre, West Bloomfield, MI
- 2005 – 2006 Equity Stage Manager, *Altar Boyz.* Broadway in Detroit, MI & Des Moines, IA
- 2004 Equity Stage Manager, *Forgotten: A Murder at the Ford Rouge Plant,* UAW, Marygrove Theatre, Detroit, MI
- 2000 – 2001 Equity Stage Manager, *Godspell, Always Patsy Cline, The Nerd, Annie Get Your Gun, The Foreigner, I Do! I Do!* Minnesota Festival Theatre, Albert Lea, MN
- 2000 Equity Stage Manager, *Flanagan's Wake,* Detroit Actors Guild, Pontiac, MI
- 1997 – 2001 Stage Manager, *Terry & The Towel Lady, The Ball & Chain Gang, Tales from the Script, JIM, 555-1212, Sardines.* Planet Ant Theatre, Detroit, MI

LIGHTING DESIGN

- 2008 – 2011 *Say Goodnight Gracie,* Aventura Center for the Arts, Aventura FL, Jacksonville College, Jacksonville, FL & St. Luke's Theatre, New York NY
- 2009 – 2011 *The Blank Page, Halpern & Johnson, The Diary of Anne Frank, Women's Minyan, Saying Kaddish with My Sister, They're Playing Our Song, Old Wicked Songs, An Inspector Calls, Hello Muddah! Hello Fadduh!, It Should Be,* Jewish Ensemble Theatre, West Bloomfield, MI

2008 – 2011 *Passing the Play*, National Tour

PROJECTION DESIGN

2002 – 2010 *Jacques Brel is Alive & Well and Living in Paris, Two By Two, OY!*, Jewish Ensemble Theatre, West Bloomfield, MI

2003 *Northern Lights, City in a Strait*. Mosaic Youth Theatre, Detroit, MI

YOUTH MENTOR

July 2020 Drama Teacher, Summer Camp, Young Actors Theatre, Tallahassee, FL

June 2020 Director, Summer Online Theatre Camp, Various Locations, Nationwide

2008 – 2010 Lighting Design & Stage Management, Frankel Jewish Academy, West Bloomfield MI

2007 – 2011 Lighting Design, Detroit School of Arts, Detroit, MI

2006 – 2009 Teacher, Improvisation Workshops (Age 5 – 11), Acting Classes (Age 5 – 7), Matrix Theatre Company, Detroit MI

2005 – 2011 Stage Management Mentor, Mosaic Youth Theatre, Detroit MI

1993 – 1996 Technical Theatre Mentor, Summer Youth Arts Employment Program, City of Detroit, MI

SERVICE

2020 Canvas Classroom Creation, Dramaturgy I, Dramaturgy II, Documentary Theatre & British Theatre, Florida State University, Dr. Mary Karen Dahl

2017 Grant Reviewer, Michigan Council for the Arts and Cultural Affairs

2014 - 2017 Volunteer IT/Web Developer, Starr, Sackin, PLLC

2009 Volunteer Coordinator, Autism Speaks Walk, Palace of Auburn Hills, Auburn Hills, MI

2005 – 2008 Member at Large, Promotion Committee, Mexicantown Development Corp., Detroit, MI

2005 – 2007 Newsletter Editor, St. John's Lutheran Church, Fraser. MI

CONFERENCE ACTIVITY

PRESENTER/ORGANIZER

- 2020 New Graduate Student Panel Discussion, Florida State School of Theatre Orientation
- 2019 Panel Member, "Employee Management and Retention for Artists with Families Panel," Michigan Presenter Network
- 2012 Conference Planning Committee, Michigan Presenters Network

ATTENDEE

- 2020 Literary Managers and Dramaturgs of the Americas (LMDA) Annual Conference
- 2019 American Society of Theatre Research (ASTR) Annual Conference
- 2011 – 2019 Association of Performing Arts Professionals (APAP) Annual Conference
- 2010 – 2019 Arts Midwest Conference
- 2011 – 2019 Jewish Community Centers of America (JCCA) Arts Conference
- 2013 – 2019 Michigan Presenters Network Annual Conference

AWARDS & HONORS

- Nominated, Outstanding Teaching Assistant Award, Florida State University, 2021
- Special Recognition, West Bloomfield Police Foundation, 2019
- Winner, Outstanding Stage Management Award, Wayne State University, 1996
- Winner, Outstanding Stage Management Award, Wayne State University, 1995
- Winner, Outstanding Stage Management Award, Wayne State University, 1994

PROFESSIONAL ASSOCIATIONS

- American Society of Theatre Research (ASTR)
- Association for Theatre in Higher Education (ATHE)
- Association of Performing Arts Professionals (APAP)
- Literary Managers and Dramaturgs of America (LMDA)