

Pamela Joan Carter a/k/a Pam Carter

P.O. Box 32055
Newark, NJ 07102
831.236.0645

OBJECTIVE

I am actively seeking a position in Entertainment utilizing my skills and enabling me to grow as a Stage Manager, Writer, and Casting Professional (since recently signing on with the Casting Society of America [CSA] as a Freelance Casting Assistant for hire).

PROFILE

I've worked in several Artist & Repertoire (Music), Television, and Stage Casting situations since college: Profile Television (for Harpo! Entertainment), MTV, and EMI, Boston Post Road Stage Company, 'Twist,' in NYC, and King's County Shakespeare. I've also made numerous recommendations in Independent and major Cinema, as well as providing Film Print Quality Control back in the late 1980s for LucasFilms' THX Project in the Northeastern Region, and I was AFI (1975);

The Professional/Community Theaters I've worked: The New 42nd Street Inc.'s Duke Theater at The Vineyard, The American Globe Theater, BPAC, Downtown Cabaret Theatre, Kean University, The Kraine Theater, The Vineyard Theatre at Union Square, Jewish Repertory Theatre, The Perry Street Theater, The Judith Anderson Theater, Manhattan's City Center, The Boston Post Road Stage Company, The Westport Country Playhouse, The Manhattan Theater Source, The Los Angeles Theater Center, and others. I trained under former Disney Technical Supervisor D. Taylor at Pepperdine University in Stage Management and Theatrical Production/Design. In addition to Production and Stage Management, I studied Acting/Directing, Theatrical Dance/Movement/Choreography (Carolyn Dyer), and Voice/ Piano (Lynn Cole-A., PhD);

Two years of educational and professional experience as Assistant Stage Manager at Smothers Theatre, with additional technical experience in their Professional Dance and Concert Series as an ASM/Stage Hand/Lighting Technician;

PERFORMANCE PROFILE <http://casting.backstage.com/resumes/link.asp?ACTOR=SONGBIRDPIJ>

PROFESSIONAL EXPERIENCE

- July 2010 Short term marketing job with Compassion Theater Company, "Mrs. Warren's Profession" at Shetler Theaters New York NY
June 2010 Was in pre-production as a Stage Manager for a show to open at The Apollo Theater (cancelled due to funding problems)
May 2010 Tecx-Ex
* Over Hire Electrician/Stage Hand (Load In and Load Out) for Pratt Graduation Events
- Art Show
- Fashion Show
March 2010 Polaris North Theater (Playwright's Group)
* Stage Manager/Casting P.A. for Staged Reading of 'Six Silver Pieces'
- Six Plays written by Edgar Chisholm of HBO in a workshop format
3rd Quarter 2007 Kean University Theater Union NJ
* Over-hire P/T Theatrical Technician
'Dracula,' 'Ten Tenors,' The Lakota Dance Theater, 'The Nutcracker,' and other shows on tour that performed in-house, as well as Kean's University's Dance Department: roadie work and some backstage technical work – carpentry, scrim, curtain, and lighting hangs, and run crew and loading on 'Dracula'
2007 Baruch Performing Arts Center (BPAC) New York NY
* Over-hire P/T Theatrical Technician (3 Theaters in 2 Theater Buildings)
2007 Rebel Night Club
* Over-hire P/T Lighting Maintenance Technician
2007 Open Casting Call for Replacements Champion Studios
* 'Twist': Casting Assistant (w/ Producer/Writer, Gila Sands)
2007 Profiles Television (Casting for Harpo!)
* Casting P.A.: Open 2-Day Casting Call: Oprah's 'The Big Give'
2007 The Kraine Theatre (Horse Trade Theatre)
* 'Twist': Crew Member (Running/Props)
2006 New York Crew Power Queens NY
* Event at The Hilton Hotel in Midtown temporary crew member load-in/load out
2006 The New Vic's Duke Theater The New 42nd Street New York NY
* Wardrobe Supervisor/Dresser: 'The Bluest Eye'
2006 6/26-6/28 at Chashama Theater on East 42nd Street
* 'Finding Elizabeth Taylor'; Lighting Designer/Stage Manager/Light/Sound Board Operator
2006 Tripp/Mixx Productions W. Paterson NJ
The Puck Building -On-Call Lighting and Event Technician (Draper, Gaffer, Loader, Lighting Technician)
* Z100 Event, The Makeup Show Event
The Metropolitan Pavilion
* Martin Lawrence Art Gallery Auction - Loader/Lighting Technician
2004 TS Productions at The Marjorie S. Deane Little Theatre New York NY
* 'A Night of African Folk Tales,' Various Writers - Actor at a Staged Reading Event
1993 The Women's Project and Productions, Theatre Row
* 'Dream of A Common Language' - Principal Dresser for Mary Mara
1992-1993 New York Theater Workshop; Manhattan City Center Location
* 'Mad Forest' – 2nd U.S. Production - Wardrobe Assistant/2nd Dresser
1992 Jewish Repertory Theatre
* 'The Sunset Gang' - Wardrobe Mistress/Principal Dresser

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PROFESSIONAL EXPERIENCE

- 1991-1992 The Vineyard Theatre and Workshop Center, Inc. New York NY
* 'Juno' – The Revival - Wardrobe Mistress/Dresser
- 1991-1992 New York Theatre Workshop at The Perry St. Theater The West Village
* 'Mad Forest' – 1st U.S. Production Won Obie for Costumes - Costume Design Asst.
(Shopper), Wardrobe Supervisor, Lead Dresser, Quick Change Choreographer
- 1991-1992 Downtown Cabaret Theatre
Bridgeport CT
* 'Fiddler On The Roof', 'Beehive', 'Jesus Christ Superstar' Wardrobe Assistant/Dresser and Offstage Back-up Singer
- 1991 The American Globe Theater
* 'Déjà Vu' – Reading Series-Stage Manager
- 1989 Steve Karp's Stamford Theaterworks (STW)
Stamford CT
* Helped him set up for several Readings
- 1989 Keir Dullea's Theatre Artists' Workshop
Westport CT
* 'A Christmas Concert for Friends'- Lighting Designer
- 1989 The Boston Post Road Stage Company, Mill Hill Arts Center
Fairfield CT
* Assistant Stage Manager (Included Audition and Casting Duties)/Master Electrician/Board Operator:
'The Mistress of the Inn', 'Educating Rita' (Dialogue Coach to Keir Dullea), 'The Silver Cord' (Assistant
Lighting Designer and Dialogue Coach to Frances Cheney), 'Italian American Reconciliation', 'The
Foreigner' (Part of Set Dressing and Prop Team)
- 1989 Downtown Cabaret Children's Theatre
Bridgeport CT
* 'Aladdin and His Magic Lamp' – Assistant Stage Manager/Props Builder, Sound Board Operator

EDUCATION

- 2010 BTS: Audited an On-Camera Scene Study Class New York NY
- 2009 IPI: Passed 4 Online English Certification Exams (Business and Creative English) Montclair NJ
- 2003 On-Camera and Off – Voiceover Training New York NY
- 2003 Authentic Bartending School – T.I.P.S. Training
- 2000/1 Passed The Online Certification Exam for Talent Agents Stamford CT
- 2001 HSS-Passed the In-House Paralegal Certification Exam (Latin Terminology Module) New York NY
- 2001 Certified Robert Half Microsoft Office Specialist Jersey City NJ
- 2000 Tel-Us.com – Passed In-house Customer Service Exam Beverly Hills CA
- 1998 CompUSA-Microsoft Re-training New York NY
- 1998 DCFI-Certified as a Diversified Cash Flow Specialist (Home Study Factoring and R.E. Math Course)
- 1984-1986 Pepperdine University: Theatre Arts: Design, Performance & Technical Theater Malibu CA
- 1984-1986 Work Study Program at Smothers Theater
- Class of 1984 Greens Farms Academy (7-12 at Westport Harbor) Greens Farms CT

OTHER SKILLS

General: DB Creation/Management, Template/Macro Creation, Office Organization/Set Up, Concierge Services;
Wardrobe Stylist/Set Dressing Services: Make-up, Wigs, Clothing, Color
General Writing Skills: Business, Creative, and Marketing (Bios, Press Kits), Proofreading, Editing;
Dramaturgy: Editing, Proofreading, and Stylistic Updates/Recommendations (Character, Pacing, Plot Development, Writing Style);
Stage Management: Budgets, Casting, Production and Creative Liaison;
Computer: Light Board (ETC) and Sound Board and Editing, Phone Systems, Mailing Equipment, Scanners, Data Back-Up Units;
Computer Platforms: Apple, AS400, IBM PC, MAC, Telex, OCR Scanning Equipment;
Computer Programs: Crystal Reports, Lotus Notes, MS Office Pro, (Excel, Word, PowerPoint, Outlook, Light Word Perfect, Various Publishing Programs);
Typing/Data Entry: 50-60 WPM/10,000 KSH+.