

Rebecca Findley

✉ rebeccafindley55@gmail.com

Experience

Stage Manager

2026

Interlochen Center for the Arts

- Develop comprehensive production schedules and documentation, including rehearsal plans, blocking and script notes, lighting cues, scene and costume change coordination, and meeting and rehearsal minutes.
- Oversee rehearsals to ensure adherence to the schedule and track blocking, set changes, and props.
- Create and collect all props and minor set dressing in coordination with prop and scene shops and coordinators.
- Serve as the primary point of contact for directors, cast, camp life divisions, and the theater department.
- Operate the lightboard and sound cues during performances and supervise scene and costume changes.
- Supervise children throughout rehearsals, ensuring their safety and adapting to unforeseen circumstances while prioritizing camper well-being.

Camp Staff Member

2023 - 2025

Florida Children's Theatre

- Assisted in daily operations of Summer Stage Camp and the Florida Children's Theatre
- Assisted in the care of 100+ campers
- Taught young actors about the intricacies of theatrical productions
- Guided students through the production process from start to finish
- Assist with the creation of artistic concepts and teaching styles to create an exciting and well-developed program
- Work with the box office to keep tickets and groups organized and assist with front-of-house duties
- Keep the camp facilities organized and safe

Assistant Stage Manager

2022

Florida Players

- Assisted the Stage Manager in executing a successful rehearsal process
- Assisted actors with any needs through the rehearsal process and performances
- Managed the Backstage area making sure it was safe and well-organized for actors and crew
- Kept documents and paperwork for the production organized and up-to-date
- Assisted Stage Manager in keeping accurate rehearsal reports
- Worked with the Director and Stage Manager to create accurate and productive daily schedules
- Kept rehearsal and performance spaces organized, clean, and safe

Additional Experience

- Usher, University of Florida, 2025-2026
- Wardrobe Crew Member, University of Florida, 2023
- Deck Crew Member, University of Florida, 2023
- Social Media Marketing & Publicity Team, Florida Players, 2022-2023
- Vice President, West Boca Theater Arts Academy, 2020-2022
- Publicity Director & Social Media Manager, West Boca Theater Arts Academy, 2020-2022
- Interlochen Arts Camp (6-week Musical Theatre Production), 2020-2021
- Usher, West Boca Theater Arts Academy, 2018-2022

Education & Training

University of Florida

2022- present

- Bachelor of Arts, Theatre (in progress);
- Bachelor of Science, Media Production, Management, & Technology (in progress)
- GPA: 3.55 (as of Spring 2025)

High School

2022

West Boca Raton Community High School

Sports Media Masterclass

2024

Sports Management Worldwide

Masterclass taught by Bryan Harper, Minnesota Vikings VP of Content & Production

Skills

- Communication Skills
- Time Management
- Adobe Premiere Pro
- Microsoft Suite & Google Workspace
- Customer Service Skills
- Event Coordination