

CHARLOTTE SMITH

DETAILS

PHONE

07816655815

EMAIL

charlottemirandasmith@gmail.com

LINKS

[WEBSITE](#)

[PERFORMING CV](#)

SKILLS

Flexible and efficient communicator



Organisational



Research and Analysis



Leadership



Motivating



Collaborating



HOBBIES

History, Shakespeare,
Aerial Hoop/Silks,
Bouldering, Softball,
Radio Presenting,
Podcasting, Yoga,
Mindfulness, Nature.

PROFILE

I set high professional standards in whatever I do. I am conscientious and studious and have a growth mindset.

I am adaptable and practical, and I enjoy tackling challenges. I cope well under pressure and I am used to managing long and unpredictable working hours.

As a professionally trained actor and singer, directors value my warm, reflective personality and my creative ideas.

I am a generous company member and I am comfortable in both leadership and supporting roles. I value and enjoy collaborative working environments.

Above all, I am innately empathetic and caring. I aim to encourage and inspire others and I remain curious and ambitious in life.

EMPLOYMENT HISTORY

Voice and Acting Teacher , Boomsatsuma Acting Diploma

Oxford

Sep 2021 — Present

- Teaching group voice and acting classes and directing.
- Selecting and coordinating lesson modules.
- Selecting and sourcing appropriate texts and plays.
- Performing Arts career support, one to one and suggesting material.

Voice, Dialect and Singing support on productions:

Vassa (Mike Bartlett), Port (Simon Stephens), Basset (James Graham), Top Girls (Carol Churchill), Her Naked Skin (Rebecca Lenkiewicz), The Red Shoes (Knee high).

Artistic Director, "All The World's A Stage" Business

Oxford

Aug 2017 — Present

- Curating and marketing specialist workshops and courses.
- Directing and writing, productions for student and professional actors.
- Casting and administrating Play Reading evenings.
- Private coaching in Acting, Singing, Shakespeare and Auditions.
- Team building and wellness workshops for Thames Water and NHS.
- Employing and Championing other artists and teachers.
- Meeting with parents to discuss their child's further education.
- Coaching and breath work for anxiety, depression and stress.

English coursework adviser / Casual Administrator, Lord Williams's School

Thame

Sep 2012 — Present

- Performing and aiding in editing student's dramatic monologue coursework.
- Recruiting and managing other actors.
- Sourcing playwrights for advice for the students and appropriate source texts.
- Inputting schools' data into Excel.
- Drafting Letters and leaflets.
- Assisting staff with admin and covid-19 Mass testing.

Senior Singing Teacher/ Acting Teacher, The JAM Academy, Foundation Course

Marlow

Mar 2016 — Mar 2020

- Group and Private lessons for Foundation course and all other classes.
- Course co-ordinator in modules on: Auditioning for Drama schools, Vocal Technique, Acting Through Song, Acting for Screen and Music Theory.
- Providing pastoral care, motivational talks and responsibility for student mental and physical well-being.
- Teaching GCSE Music to students with learning difficulties and autism.
- Directing and Musically Directing productions, arranging music, editing and sourcing scripts and materials and accompanying on the piano.

Professional Actor and Singer, Self-Employed

Various

Jul 2015 — Mar 2020

- Self Sufficiency, creating work for and marketing myself.
- A willingness to always be learning and developing.
- Dedication, resilience and self-reflection.
- In depth knowledge of the industry and development of new shows.
- Flexibility in personal and professional life.
- Adaptability and responding in the moment.
- Dealing with crisis, fearlessness and courage.
- Listening skills, empathy and receptiveness in a high-pressure environment.
- Collaboration and Professionalism at all times.

EDUCATION

BA Musical Theatre, The Royal Conservatoire of Scotland

Glasgow

Sep 2012 — Jul 2015

Academic scholarship and awarded The Paul Kelly drama prize.

Foundation Course, The Oxford School of Drama

Oxford

Sep 2011 — Mar 2012

The Stiles and Drewe best new song prize (Winner)

The Stephen Sondheim Student Performer of the year (Finalist)

Lord Williams's School

Thame

Sep 2004 — Sep 2011

*HEAD GIRL GCSE- 5 A*s and 5 As A level- History(A), Music(A), Theatre(A)*

OTHER TRAINING/QUALIFICATIONS

- Creative Producing course with Nick Hennigan
- Oxford University Continuing Ed. in Shakespeare and Music Theory
- Behaviour management for vulnerable children course
- Various Actors Centre, Estill, Spotlight and Voice Study Centre Courses
- National Youth Theatre and National Youth Music Theatre
- Enhanced DBS Check
- Level 2 Emergency First Aid
- Full Clean UK Drivers License

REFERENCES

References available upon request