646-535-7656 pojones@mac.com

736 W. 173rd St Apt C54 New York, NY 10032

#### **PROFILE**

Experienced theater professional with both creative and technical skills, who utilizes interpersonal collaboration and strong work ethic to bring engaging content to audiences. Besides entertainment, broad industry experiences include sales, legal, and education.

#### **WORK HISTORY**

### Podcast Host/Producer, New York, NY — 2017-Present

- Create original content, interview creatives, and design promotional graphics and copy for performing arts podcasts: Why I'll Never Make It and The Spotlight Series
- Member of The Podcast Academy

# Actor/Singer, New York, NY — 1997-Present

- Member of Actors Equity Association
- Lead and supporting roles in Off-Broadway and regional productions
- Ensemble & understudy in National Tours: The Addams Family & Evita
- Numerous staged readings and workshops for new plays and musicals
- Two regional theater nominations: SALT Award for Supporting Actor (*Crazy for You*) and Henry Award for Outstanding Actor (*Fun Home*)

# Web Manager, ART OF WARR PRODUCTIONS, New York, NY — 2019

- Design and maintain website, including blog content and event resources.
- Manage emails and internal communication services and functionality.

### Media Consultant, ONLY MAKE BELIEVE, New York, NY — 2010-2016

- Create effective video and photo galleries to showcase the nonprofit's work with children in hospitals and care facilities
- Maintain engaging, accurate and streamlined website content
- Update to donors and board members about production successes
- Collaborate with managing director and marketing team on promos

### SAMFORD UNIVERSITY, Birmingham, Alabama

Bachelor of Arts in Journalism/Mass Communication

## **UPRIGHT CITIZENS BRIGADE THEATRE, New York, NY**

— Certificate of Completion: Long Form Improv (101-401)

### **SKILLS**

Strong verbal communication Attention to detail Versed in audio techniques Dependable & on-time Creative thinking Collaborates with others