

S. Alexandra Picard

60 Hoit Road

Concord, NH 03301

617-548-8789

alexpicardaudio@gmail.com

EXPERIENCE

Audiobook Narrator, Voice Over Artist and CEO

Not Too Loud Productions, LLC - Concord NH

August 2020 - Present

- Responsible for the daily operations and duties of a freelance voice over artist including: Producer/Publisher reach out, scheduling, research, conference planning, social media marketing and other duties.
- Prepares and researches scripts as provided by producers and clients.
- Records via punch and roll process all assigned scripts.
- Delivers final files via FTP on time and completed to producers and clients.
- Evaluates opportunities for professional development, community outreach and local as well as national connections.

Professor of Theatre

New England College, Henniker NH

August 2008 – August 2021

- Responsible for teaching: Acting One, Character Development, Speech for the Performer, Advanced Acting, Play Analysis, Acting Shakespeare, Production Management, Directing.
- Produce two mainstage productions, one dance concert and one staged reading per year.
- Direct one mainstage production and one staged reading per year.
- Head of front of house and stage manager training.
- Maintain, evaluate and change curriculum

Theatre Teacher

Cambridge Rindge & Latin School, Cambridge MA

September 05 – June 08

- Teach grades 9-12 including multiple levels of theatre classes: Elements of Theatre (9-12), Playwriting and Social Theatre (11/12), HN Acting and Play Study (10-12) and HN Advanced Acting (11/12).
- Collaborate daily with an incredibly diverse staff and student body.
- Direct and produce two full productions per school year for the main stage and for the Massachusetts High School Drama Festival.
- Continually develop and update all theatre course curriculum

Managing Director/Production Manager

Devanaughn Theatre, Boston MA

August 04 – August 09

- Interview and hire the required seasonal staff.
- Coordinate all rehearsals, space rentals, and work calls.
- Coordinate with the Producing Artistic Director and Producer with stage properties, box office, front of house, public relations and press, dramaturgy and other daily needs of the theatre.

Interim Education Associate

New Repertory Theatre, Watertown, MA

March 05 – August 05

- Hire staff and produce two educational touring productions to local middle and high schools.
- Coordinate all student matinee productions.
- Research and write study guides and curriculum for all educational productions.

Office Manager/Company Manager**Gloucester Stage Company, Gloucester, MA****Summer 2004**

- Assisted Managing Director in daily office duties.
- Coordinated all Equity contracts, travel, and housing for all guest artists.

Company Manager

NorthernStage Theatre Company, White River Junction, VT**September 03 – May 04**

- Coordination of the contracting, travel, and housing for all actors and crewmembers.
- Assisted Artistic Director with casting and special events

Theatre Teacher

Belmont High School, Belmont MA**September 2000 – June 2003**

- Development and implementation of all theatre course curriculum.
- Courses developed included: Introduction to Theatre Arts, Improvisation, Acting, Playwriting and Analysis, and Directing.
- Advisor to the Performing Arts Club.
- Coordinator, producer, and director of three main stage productions and two competitive festival entries every year.

Sep 99 - May 00

Part-Time Faculty, Department of Theatre, Parkland College, Champaign, IL
Courses Taught: Fundamentals of Acting

Sep 97 - May 00

Graduate Instructor, University of Illinois Urbana-Champaign, Urbana, IL
Courses for non-majors taught: Introduction to Theatre Arts, Fundamentals of Acting, Advanced Acting, Improvisation, and Play Analysis. Studio Courses for BFA majors co-taught with Faculty: Improvisation, Advanced Acting, and The Actor – The Play – The Role.**EDUCATION****Master of Fine Arts, Acting**

University of Illinois, Urbana-Champaign, IL**2000**

Graduated with honors. Concentration in Acting, Shakespeare and Voice. Acting Showcase in Chicago directed by Tony-Award winner Daniel Sullivan.

Bachelor of Arts

New England College, Henniker, NH**1997**

BA in Education with a concentration in Theatre: Summa Cum Laude

Professional Affiliations

Equity Membership Candidate, Member of SAG/AFTRA, Audiobook Producers Association, PANA (Professional Audiobook Narrators Association).

Awards

Kilgore Award for Excellence in Teaching (Faculty Member of the Year) 2015
Arts and Humanities Professor of the Year 2016
SOVAS nomination for Outstanding Commercial Demo 2024**Committee Involvement**

General Education Committee member – 2009-2015
Chair of Curriculum Committee – 2015 – 2016
Faculty Moderator – 2016 – 2018

Faculty Manual Revision Committee – 2014 – 2017

Faculty Secretary – 2019-present

Planning Committee Co-Chair for PANA – 2023

Professional Activities

- Currently working on research to support a new technique in character analysis based on the principles of Restorative Justice.
- Lesley University Peaceable Schools Institute, June 2007, Week long intensive.
- MELA-O Training, Teaching English Language Learners (ELL).
- Classroom Management through Restorative Justice, workshop.
- Presented: Behind the Scenes – Actors Working in Theatre – workshop for the Kennedy Center American College Theatre Festival, Region 1, 2004, 2005.
- Presented: Character Analysis through Restorative Justice, why we hate it and how to get over it. Kennedy Center American College Theatre Festival, Region 1, 2011
- Presented: Language and Discourse: How a Resistance can be a Production – Project Pericles – American Association of Colleges and Universities, Washington D.C. – January 2017

Full acting and directing resume available upon request.

References available upon request.
