

O L I V I A M A T T H E W S

EDUCATION

Ohio University
Athens, Ohio

Playwriting, M.F.A.

May 2020

Rollins College
Winter Park, FL

Theatre Arts, B.A.
Emphasis in Theatre Studies

May 2015

ACADEMIC EXPERIENCE

Instructor of Record

Ohio University, Theatre Department

Aug. 2018-Dec. 2019

Course: The Theatrical Experience, Fall 2018 and Fall 2019: an appreciation course studying the significance of theatre past & present

- Lectured on a variety of theatre related topics and professions.
- Assigned and graded essays asking students to explore the significance of assigned plays on the page and in performance, primarily through Goethe's Three Questions.
- Led Q & A's for students with invited guests about their role as professional theatre artists.

Course: Play Analysis and Playwriting, Spring 2019: an overview of modern theatre and playwriting structure.

- Lectured on the basics of dramatic structure through modern and contemporary plays.
- Facilitated discussions based on plays, their structure, their connection to history, and how they reflect current events.
- Created and administered exams assessing students' knowledge of plays, elements of structure, and critical analysis.

Teaching Assistant

Ohio University, Theatre Department

Aug. 2017-May 2020

Courses: Theatre History II, Spring 2020; The Theatrical Experience, Spring 2018; Theatre History I, Fall 2017

- Responsibilities included note taking, grading, leading discussions, and facilitating study sessions.

DEVELOPMENTAL EXPERIENCE

Sesame Workshop Writers' Room Fellow

Sesame Workshop, New York, New York (virtually) May 2020-July 2020

- Developed and workshopped a pilot script for a half-hour middle-grade show with children's media veterans.
- Brainstormed and pitched content ideas.
- Workshopped and provided feedback for scripts by other fellows.
- Edited and revised pitches, premises, outlines, and scripts.

Literary Intern/Kenny Leon Fellow

Alliance Theatre, Atlanta, GA

Aug. 2015-May 2016; Aug. 2016-July 2017

- Collected and organized research for actors, directors, and stage management; required closed reading of texts such as scripts, journal articles, and primary sources.
- Attended rehearsals and workshops; compiled notes and reports for the lead dramaturg, playwrights, and directors.
- Read scripts and research materials to create program notes and dramaturgical display boards.
- Organized applications for the Keneda Graduate Playwriting Competition (National) and the Reiser Lab (Local).
- Worked as a script supervisor for new productions; kept track of changes, printed new copies, updated actors on new lines, etc.

SKILLS

Teaching; Playwriting; Dramaturgy; Proficient in Final Draft; Proficient in Microsoft Office Suite; Customer Service; Proficient in Vendini and Altru.