

Amy Garner Buchanan

Audience Services/Theatre Worker

PROFILE

Ten years' experience in a range of arts industry roles, providing customer service, written content, performances, and classes. I love giving my all to an organisation I believe in.

EXPERIENCE

Assistant Box Office Manager, Greenwich + Docklands International Festival; London, U.K. — 2020

Helping run a brand-new box office department for England's first major socially distanced arts festival.

Front of House Staff, Sadlers Wells Theatre; London, U.K. — 2018-2020

Usher for 1600-seat premier dance venue, including emergency & COVID safety protocols and cash handling.

Cover Stage Doorkeeper, Victoria Palace Theatre; London, U.K. — 2017-2018

Implementing heightened security protocols for the London opening of *Hamilton*. When not on Stage Door, I also worked as Foyer Day Receptionist and Front of House Staff, including on the West End's busiest merchandise desk.

House Manager & Box Office Associate, Main Street Theater; Houston, U.S.A. — 2012-2016

House management for 300-seat children's theatre and 100-seat main stage venue. Handled non-stop phone calls during subscription renewal season.

Administration Staff, Tony Bones Entertainment; Melbourne, Australia — 2010-2011

Scheduled a year of touring theatre in education performances across five states of Australia. Phone and email bookings for school and kids' party shows.

EDUCATION

London Academy of Music and Dramatic Art — M.A. Classical Acting, 2017

Dance Factory, Melbourne, Australia — Certificate III in Dance, 2009

Monash University, Melbourne, Australia — B.A. (Hons), 2008

SKILLS

CRM management; ticket booking on PrintTixUSA, Spektrix and EventBrite; phone & in-person reception; complaints handling.

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