

2102 Jefferson St, Duluth, US, 55812

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MACKENZIE AMMON

ADMINISTRATIVE PROFESSIONAL

PROFESSIONAL SUMMARY

Administration professional with 4 years of experience in theatre management and customer service, adept at enhancing organizational success through effective communication and event planning. Demonstrates strong team leadership and problem-solving skills, fostering partnerships and improving operational efficiency to support artistic and community engagement. Committed to creating passionate and welcoming communities.

EMPLOYMENT HISTORY

JUN 2024 - PRESENT

Shift Lead, Caribou Coffee, Duluth, MN

- Lead team to ensure efficient operations and a positive atmosphere, boosting team morale.
- Promptly resolve customer issues to enhance satisfaction and protect brand reputation.
- Oversee compliance with company standards and food safety, ensuring quality and safety.
- Train new employees to maintain high service quality and operational consistency.
- Ensure store safety and manage inventory for optimal business functionality.

APR 2023 - MAY 2024

Performance Student Representative, UMD Dept. of Theatre, University of Minnesota-Duluth

- Attend weekly faculty meetings to actively represent student concerns, bridging communication gaps and promoting a more inclusive decision-making process.
- Lead student meetings to discuss departmental changes and events, boosting engagement and ensuring an informed and empowered student body.
- Organize end-of-year banquet, managing logistics, travel, and event itinerary.
- Coordinate smooth operation of annual BFA entry auditions and prospective student tours in order to maximize comfortability for prospective students as well as protect and enhance University reputation.

SEP 2021 - MAY 2024

Community Outreach Coordinator, Stage 2 Theatre Company, University of Minnesota-Duluth

- Collaborate with peers in weekly meetings to manage Stage 2 Theatre Company
- Fostered partnerships with local organizations to enhance fundraising efforts, resulting in expanded opportunities for student engagement.
- Streamlined event planning processes, leading to increased attendance and heightened community interest in Stage 2 Theatre Company events.
- Participate in Candidate selection for future Stage 2 board members.
- Attend and provide feedback on Stage 2 season selection process in order to provide enriching experiences for student artists and patrons.

SEP 2023 - FEB 2024

Theatre Season Selection Committee member, UMD Dept. of Theatre, University of Minnesota-Duluth

- Attend weekly board meetings to review and critique potential productions for educational and financial impact, contributing to informed decision-making and enhancing program quality.
- Facilitated student feedback sessions, leading to actionable insights that improved the season selection process and increased student satisfaction.

EDUCATION

SEP 2020 - MAY 2024

Musical Theatre BFA, Dance Studies Minor, University of Minnesota-Duluth, Duluth, MN

Graduated Cum Laude with a degree with Distinction and Departmental Honors

SKILLS

Customer Service	Communication
Problem Solving	Team Leadership
Event Planning	Fundraising
Organization	

Mackenzie Rodrigues (She/Her)



Email: kenzie.ammon@gmail.com

Height: 5' 5" Hair: Brunette Eyes: Hazel

Range: Eb3-Eb6 Soprano/Belter

Professional

<i>Frozen</i> [^]	Anna US/ Ensemble	Duluth Playhouse
<i>Million Dollar Quartet</i> [^]	Dyanne Cover	Duluth Playhouse
<i>Waitress</i>	Ensemble/ Swing	Duluth Playhouse
<i>The Light in the Piazza</i>	Franca US/ Ensemble	Duluth Playhouse
<i>Cinderella</i>	Ensemble/ Swing	Duluth Playhouse
<i>Little House on the Prairie</i>	Nellie Oleson	Frosted Glass Creative
<i>The Sound of Music</i>	Maria US/ Nun	Duluth Playhouse
<i>Clue</i>	Cook	Theatre L'Homme Dieu

Educational

<i>Natasha, Pierre, and the Great Comet of 1812</i> [*]	Natasha Rostova	UMD Theatre
<i>The Spitfire Grill</i>	Shelby Thorpe	UMD Theatre
<i>Singin' in the Rain</i>	Ensemble	UMD Theatre
<i>Twelfth Night, or What You Will</i>	Olivia	UMD Theatre
<i>Pippin</i>	Berthe	UMD Theatre
<i>Change: a New Musical</i> ⁺	Breakup Girl	Stage 2 Theatre Company
<i>Alice in Wonderland at Glensheen</i> ⁺	Queen of Hearts	UMD Theatre
<i>*Indicates Regional Premiere</i>	<i>^Upcoming Production</i>	<i>+Indicates new/ Devised work</i>

Other Performance work

Character Performer	Snoopy	Cedar Fair Entertainment/ Valley Fair
Carnivale!	Parade Dancer/ Puppeteer	Cedar Fair Entertainment/ Valley Fair
Plato's Closet	Model/ Actress	Popfly Creative

Training

University of Minnesota Duluth, Class of 2024

BFA Acting- Musical Theatre Emphasis, Dance Minor

Voice: Thomas Jacobsen, Kym Chambers Otto, Jace LeGarde

Dance: Ballet - LilaAnn White (4 years), Tap/Jazz - Matthew Wagner/ Rebecca Katz-Harwood (4 years)

Acting: Bill Payne, Tom Isbell, Lauren Roth, Matthew Olsen

Dialects: Lauren Roth

Stage combat: (beginner) rapier/ dagger, unarmed-Tom Isbell (6 months)

Awards: KCACTF MTI regional finalist 2024, Irene Ryan regional finalist 2024

Special Skills

Accents/ Impressions: British RP, Bostonian, Jennifer Coolidge, Mickey Mouse, Realistic Baby Cry

Roller Skating, Bike Riding, Beginner Guitar, Bass Guitar and Ukulele

Two time reader of War and Peace and top 0.01 percent of ABBA Listeners on Spotify