

Ellie Melick

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EDUCATION

Carnegie Mellon University: M.F.A. Dramatic Writing *Pittsburgh, PA* 2023 – 2025

Kenyon College: B.A. Drama, *Gambier, OH.* 2017 – 2021

Honors: Magna Cum Laude; Award of Distinction, Senior Capstone

PROFESSIONAL EXPERIENCE

New South Young Playwrights Festival Mentor, Horizon Theatre Company, *Atlanta GA* 2025

- Supported the logistics and operations of a weeklong playwriting festival for undergraduate students. Led a cohort of writers through a short play development process, readings, and rehearsals, and taught workshops on dramatic structure and television pilot-writing.

Instructor of Record, Carnegie Mellon School of Drama, *Pittsburgh, PA* 2024 – 2025

- Designed and taught two courses, including an introductory playwriting elective (Fall 2024) and a dramatic history and literature course examining the grotesque in Modernist theater (Spring 2025).

Playwright/Screenwriter, Independent, *New York City* 2021– Present

- Theatrical work developed by SERIALS at The Tank, 46 Minutes Collective, The 24 Hour Plays: Nationals and the The Kennedy Center American College Theater Festival.
- SLEDHEAD* (feature screenplay) awarded by the Sloan Film Program for screenplays furthering the public understanding of science and technology.

Business owner, Specialty dogcare service, *New York City* 2021– Present

- Full-time operator of a small business providing care to high-need dogs. Responsibilities include providing excellent communication and customer service, expanding client base through community outreach and marketing, coordinating bookings and travel, delivering invoices, and tracking all payments and business expenses.

Page 73 Productions, *Brooklyn, NY* 2019 – 2021

- Freelance Administrative Assistant** (2021 – 2022): Ad-hoc administrative work included taking minutes during biannual executive board meetings and assisting with the annual fundraising gala.
- Telefundraiser** (2020): Made outbound calls during a major fundraising campaign, and maintained an individual portfolio of leads.
- Artistic Intern** (2019): Worked with the Artistic Director to coordinate communication, manage social media, and support events around the opening of Michael R. Jackson's *A Strange Loop*; Assisted with company management and production of new play workshops during a weeklong summer residency at the Yale School of Drama.

Applications Evaluator, The 24 Hour Plays: Nationals, *Brooklyn, NY* 2021 – 2024

- Read and scored applications to an annual 24-hour theater festival. Reviewed 30-60 applicants in playwriting and acting (combined) per cycle. Was recruited for the position following participation as a playwright in the 2021 festival.

ADDITIONAL EXPERIENCE

- Sales Associate**, Avalon Exchange, *St. Louis, MO* 2023
- Processed sales transactions and executed the store's selling and trading procedures at a Buy-Sell-Trade boutique, styled mannequins and special displays, and kept the sales floor stocked and organized
- Co-Artistic Director**, Kenyon College Players, *Gambier, OH* 2020 – 2021
- Oversaw current productions, planned future projects and secured necessary funds, and managed internal operations.
- Co-Editor-in-Chief**, The Kenyon Thrill, *Gambier, OH* 2020 – 2021
- Oversaw editorial content and managed the daily operations of an online humor and entertainment publication.
- Designated Cashier**, Savers Value Village, *Hanover, MA* 2021
- Priced merchandise, completed exchanges, oversaw checkout area, and attended to customer concerns during store managers' breaks. Additionally completed sales tasks including processing transactions, stocking the sales floor, and receiving donations.

HONORS AND AWARDS

Sloan Student Grand Jury Prize — Honorable Mention, 2026

Alfred P. Sloan Screenwriting Competition at CMU — First Place Winner, 2025

- ***SLEADHEAD*** (feature screenplay) awarded by the Sloan film program for screenplays furthering the public understanding of science and technology.

James E. Michael Playwriting Prize, 2021, Kenyon College

Ascending Playwright of the Month, 2021, Yonder Window Theatre Company

SKILLS

- Spanish fluency
- Microsoft Office (inc. Excel), Google Workspace (inc. Sheets)
- Proficiency with Adobe Photoshop, InDesign, Canva, and Wix design tools
- Trained stage and special effects makeup artist