

Samantha Cárdenas

samantharose1024@gmail.com

408-472-1564

Strengths

Extensive professional performing experience in all major disciplines – singing, dancing, acting. Exceptional communicator. Passionate about the art of performance. Motivated to help each student reach their full potential. Very organized and detail-oriented.

Education

Bachelor of Music in Vocal Performance - University of Southern California, Thornton School of Music

Shakespeare Summer Intensive - Royal Academy of Dramatic Art, London

6 years continuing education in vocal technique, acting, auditioning

Experience

Private Voice Instructor (September 2017-Present)

Self-Employed

Specializing in contemporary and classic musical theatre styles. Emphasizing understanding of the entire vocal mechanism, tension release, and a technique-heavy approach to free the voice and increase range, color, stamina, and finesse. Encouraging students to find their own voice and to always maintain a healthy and sustainable sound. Lead students in breathing and vocal exercises to release tension and build healthy technique. Integrate all technique into repertoire of the student's choosing. Advise students on appropriate repertoire upon request. Teach audition technique and integrating acting technique into songs.

Music Director for Spring Musical (January 2018-April 2018)

Notre Dame High School – San Jose, CA

Ran all music rehearsals for entire rehearsal process. Taught songs to all students for group and solo numbers. Assigned and taught harmonies for group numbers. Adjusted harmonies when necessary to fit vocal ranges of students. Educated students on basic music theory and sight reading. Assisted students with integrating singing with acting, dancing, and general movement on stage.

Professional Childcare Provider (April 2018-Present)

UrbanSitter & Privately-Employed

Experience watching children ranging in age from 18 months to 6 years. Discuss with parents general house rules, guidelines, disciplinary preferences, and goals for childcare. Supervise and engage with children to encourage playing, discovery, imagination, and fun - always with an emphasis on safety. Introduce important concepts such as kindness, responsibility, general manners, and being considerate of others. Take children on outings to the park. Drive children to after-school activities. Prepare and serve meals to children. Put children down for naps or bedtime. Administer any necessary medication. Diaper changes and baths, as necessary. General house chores, such as tidying up toys, washing dishes, cleaning kitchen, cleaning up messes made by children.

Currently privately employed by a family in Burlingame, responsible for one three-year-old and one five-year-old.

Princess Party Performer (April 2018-Present)

The Cinderella Company

Attend parties for children in full costume, wig, and makeup of the client's chosen character, and remain in character for the duration of the party. Tell the story of the character from first-person to the children, answer any questions, and sing songs from the story if applicable. Perform basic magic tricks. Lead basic games such as princess training, dancing, and other children's games. Perform face painting and encourage photo opportunities. Maintain administrative connection with client (adult) before party to discuss details and structure, and after party to collect payment.

Studio Class Instructor (January 2013-February 2013)

Children's Musical Theatre – San Jose, CA

Ran two separate classes for age groups 4-5 years and 6-7 years. Used provided story materials to teach songs and lines to all students. Choreographed and taught dances to all students. Led theatre games and introduced beginning theatre concepts. Presented final show to all parents at end of session.

Performing Arts Specialist/Camp Counselor (June-August 2011)

Steve & Kate's Camp – Los Gatos, CA

In charge of Performing Arts Studio. Planned and oversaw all activities including dance routines, plays, and talent shows. Managed up to 15 children at a time ranging in age from 5 to 12 years. Encouraged participation in all activities and taught them to sit and watch respectfully and quietly. Executed daily camper check-out process and assisted Assistant Director with end-of-day administrative tasks.

Marketing & Events Coordinator (January 2016 – December 2017)

Broadway By the Bay

Planned and executed first annual fundraiser: secured food sponsors, created floor plan, secured catering and rentals, procured all items for silent and live auctions.

In charge of marketing for four productions per year: securing/negotiating ad space in local magazines and newspapers, organizing outreach performances, bulk mail postcard/pamphlet distribution, cultivated and maintained relationships with local apartment complexes, poster distribution to local businesses.

Planned all high-level donor appreciation events, maintained relationship with existing high-level donors and cultivated new high-level donors.

Maintained relationship with and secured annual contract renewal for all corporate sponsors.

Non-profit grant-writing: research new grants, gather data and write narrative reports to apply for new grants, gather data and write narrative reports for interim reports for existing grants.

Assist with patron services duties: answer and place phone calls, sell single tickets, renew existing subscribers and solicit donations, sell new subscriptions, complete ticket exchanges for existing subscribers, record all contact with subscribers in appropriate Google spreadsheets, oversaw client-facing lobby table at performances to build relationships with patrons and answer questions.

General office work: filing, printing, copying, scanning, bank deposits, handle credit card transactions, preparing and stuffing large mailers

Event Specialist (September 2012 – April 2016)

Continental Caterers - Palo Alto, CA

First contact for current and potential clients: Answer phone calls, respond to initial inquiries via email and phone, gather pertinent details about clients' events, provide customer service.

Generate event proposals specific to each client's event: plan menus, advise on specific details of event venues, generate pricing, calculate adequate staffing.

Maintain relationship with clients from start to finish: design layouts and flow of events, conduct client tastings, perform site visits and one-on-one client meetings, generate floor plans, coordinate rentals, manage multiple vendors simultaneously such as rental companies, décor companies, florists, bakeries, entertainment, etc.

General office work: filing, data entry, scheduling, copying, handle cash and credit card transactions

Skills

Excellent Phone Etiquette, Microsoft Office Suite, Google Drive (Mail, Sheets, Docs, Forms, Calendar), Dropbox, Adobe Photoshop, Showare Ticketing Portal, Square Credit Card Processing, Smart Draw, Windows and Mac literate, Social Media, Conversational Spanish

Other Experience: Active Musical Theatre Performer (full performance resume available upon request)