

KEN KAMLET



KEN KAMLET has worked on, off and behind the stages of many theatres in New York City and around the country including Lincoln Center, Holmdel Theatre, The Unicorn, Centerstage, Ensemble Studio Theatre, American Theatre of Actors, Forestburgh Playhouse and many more. He has served as a producer or associate producer on a variety of projects including productions of *Ten Little Indians*, *Noises Off*, *Art*, *Redwood Curtain*, *O The Days!*, *Summer Virgins/Some Are Not*, *Year of Pilgrimage* and *So Careless* and with such notables as Treat Williams, Norman Lear, Edgar Lansbury, Jason Robards, Carol Channing and Al Hirshfeld. He produced and directed the documentary film "Setting the Stage for a New Century" for American Theatre Works, Inc. and served as

Associate Producing Director and Public Relations Manager at Dorset Theatre Festival in 2001, their best-attended, most successful box-office and most critically acclaimed season in their 30-year history.

Ken served as Publicity Director for Culver City Public Theatre's 2003 season where he provided publicity and press relations for their productions of *All's Well That Ends Well*, *Oedipus Rex* and *Scapin*. In 2004 he was appointed Co-Executive Director of the company and served as Executive Producer and Publicity Director for their productions of *Hay Fever*, *An Enemy of the People* and *The Cherry Orchard*. In addition he helped launch CCPT's new "Children's Popcorn Theatre" series with their inaugural production, *Rumpelstiltskin*. He continues to serve on their Artistic Advisory Board.

As an actor, Ken's favorite performances have included *The Glass Menagerie*, *The Cherry Orchard*, *Come Blow Your Horn*, *Eastern Standard* and *The Inspector General*. TV credits include "Last Laugh" (PBS), "Tattling's" (NBC), "As The World Turns" (CBS). Films include *Salute to Life* and *Our Little Comrades*. He is a member of AEA and AFTRA.

An accomplished writer, Ken's play *Regular* has received two New York City productions and he has written features for many publications including *Tennis Magazine*, *Spotlight*, *Borscht*, and *America Online*. His tribute to the late stage director Jill Charles was read to the President of the United States by Senator James Jeffords and has been entered in the U.S. Congressional Record.

Highly computer-literate and efficient, Ken's background includes advanced skills in word processing and experience with desktop publishing and web-design. He has designed a number of successful sites for individuals and business that are related to the Entertainment Industry and Performing Arts. Clients include internationally celebrated artists, award-winning performers and successful companies. Samples of his web design work can be found at www.SparkyUnleashed.com

Born and raised in New York City, he is a graduate of the School of Performing Arts and later studied at New York University's Tisch School of the Arts. Having traveled throughout the United States, Europe, Africa and Latin America, Ken currently resides in Los Angeles.

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SKILLS

- Extensive experience in the Performing Arts (Acting, Theatre Administration, Marketing/PR)
- Published author (in a variety of topics and styles) and produced playwright
- 16 years computer experience with IBM PC Windows/NT/DOS, Macintosh, and Wang
 - Softwares include *Microsoft Word, Excel, Visio, PowerPoint, Outlook, MS Works, FileMaker* and extensive experience with Internet applications including *MS Internet Explorer, Netscape* and *AOL*.
 - Experienced web-designer and webmaster (*Microsoft FrontPage, Photo Editor, Swish*, etc.) Sites designed include: www.GBrevoort.com, www.ChuckCooper.net, www.ccpt.org and more.
- Professional interpersonal and telephone manner
- Outstanding organizational and marketing skills

BACKGROUND

Performing Arts

- **Culver City Public Theatre, Inc. (Culver City, CA)** – Served as Public Relations Director the 2003/4 seasons. Appointed Executive Board Member and Director in October 2003. Duties included the implementation of all local publicity, marketing and 2003/4 summer fundraising as well as advising CCPT Board of Directors on future development and planning of this outdoor classical theatre company in residence at Dr. Paul Carlson Memorial Park. Duties have also included launching the company web-site (www.ccpt.org), logo and other marketing materials as well as the selection of 2004 mainstage productions, pre-season planning, staff/volunteer recruitment, ongoing negotiations with Actors' Equity Association and the development of the newly established Children's Popcorn Theatre.
- **Dorset Theatre Festival/American Theatre Works, Inc. (Dorset, VT)** – Most recently served as Associate Producing Director / Publicity Director for the 2001 season. Duties included implementation of all local and national publicity, marketing and summer fundraising as well as supervision of all administrative staff including Box Office and Front of House. The 2001 season included two of the most significant events of the 26-year history of DTF: The opening of the newly restored and expanded Dorset Playhouse after a \$2 million renovation and the unexpected passing of DTF founder and Artistic Director, Jill Charles. Highlights:
 - Marketing and publicity for the 2001 season resulted in significant increase in season subscriptions, record-breaking box office results for each mainstage production and a record number of sold-out performances (in a house that was increased by 50 seats).
 - Organized and hosted press conferences for local and regional press to introduce the "new" playhouse; all local media praised and recommended the facility.
 - Produced and organized the new Dorset Playhouse dedication ceremony, "Setting the Stage" which included a variety of celebrities and dignitaries such as Senator James Jeffords, actor Treat Williams, Miss Teen Vermont Charlotte Ayanna, musician Robbie Robertson and director Edgar Lansbury.
 - Produced and directed *Setting the Stage for a New Century ...* a documentary film following the journey of the new playhouse construction and examining the impact of the passing of Ms. Charles.
 - Produced and organized the Dorset Theatre Festival memorial tribute to Jill Charles and handled all media inquiries from local and national media. Authored a tribute to Ms. Charles that was read to President George W. Bush and entered into the Congressional Record by Senator James Jeffords.
 - Successful in creating significant new and positive media opportunities for DTF during the 2001 season including increased print coverage and first-time television, radio and internet exposure both from local and national media. This included news features on

Vermont Public Radio, a summer-long series with WBTN (eastern New England CNN affiliate), Playbill and Back Stage magazines as well as Northshire Cable TV.

Previous association with DTF included Internship and apprenticeship for two seasons. Duties included box office, house management, administrative support for Producing Director, Artistic Director and General Manager. Helped edit and compile the *Directory of Theatre Training Programs III*. Also performed duties as a production assistant and understudy performer of several mainstage roles.

- **Five Men / Five Women Acting Inc. (New York, NY)** – Founding Member, Corporate Board Member and Treasurer of this theatrical producing company in residence at Playwright's Horizons. Functioned as co-producer of a number of professional productions including: *Year of Pilgrimage*, *So Careless*, *Fresh Faces*, and *As Scene-As Is*.
- **Ensemble Studio Theatre (New York, NY)** – Assistant to Artistic and Producing Directors. Key responsibilities included review and analysis of original scripts submitted for consideration, administrative/computer support, marketing and audience development projects as well as direct involvement in the producing of *Octoberfest*, *Summer Virgins/Some Are Not*, *EST Member's Gala*, *EST 25th Anniversary Celebration* (a salute to Al Hirschfeld featuring Carol Channing and Jason Robards), *As The In-Terns* and many staged readings and workshops.
- **Chicago Avenue Theatre (Minneapolis, MN)** – Member of Advisory Board
- **Holmdel Theatre Festival (Holmdel, NJ)** – Asst. to Artistic Director; Marketing Advisor
- **Performing Experience** – Acted and performed in many professional stage, film and television productions throughout the U.S. Member of the AEA and AFTRA.

Writing and Editing

- **Regular** – One-act play which has received two New York City productions (Ensemble Studio Theatre, Riant Theatre)
- **Spotlight (Minneapolis, MN)** – Columnist for this local performing arts publication, specializing in industry news in the Twin Cities; including features on industry happenings, reviews, advice and performer profiles
- **Tennis Magazine** – Contributing columnist for the most widely-read international tennis magazine. Feature stories have included "Althea Gibson, Going It Alone" (an account of the first African-American tennis champion) and "I'll Take Manhattan" (a whimsical look at playing in NYC)
- **America Online** – Columnist and content provider for Grandstand Sports Forum. Duties also include interviewing world-class athletes (including Steffi Graf, Martina Navratilova, Andres Gomez, etc.) Also, Editor for the AOL Member Spotlight forum
- **Sporting Event Coverage, Analysis, Editorials** – for many Internet web sites and organizations including GoTennis.com, Women's Sports Legends, Inc., the Washington Post, Tennis on The Line and Exposure On Line
- **Credit Suisse First Boston** – Instructional manuals, training materials and production guidelines for computer operators and bankers in the investment division of this international bank
- **Goldman, Sachs & Co.** – Co-Creator and contributor to *The Buzz*, an interdepartmental newsletter

OTHER

Williams Lea, Inc. / Goldman, Sachs & Co.

2005 - Present

Senior Presentation Specialist in the Los Angeles Investment Banking Dept., working with executive-level bankers on the design, processing and production of international financial presentations and reports utilizing advanced functions, macros and templates with a variety of softwares and formats. Duties also include training and user support of department staff.

Credit Suisse First Boston

1996 - 2002

Presentation Specialist in the Global Industrial & Services division of Investment Banking Dept., working with senior-level bankers on the desktop publishing of international financial presentations and reports utilizing advanced functions, macros and templates with a variety of softwares and formats. Duties also include training and user support of department staff on computer software and templates.

Goldman, Sachs & Co.

1994 - 1996

Document Processing Center of the Business Support Services division, assisting senior-level bankers with the design and publication of financial presentations and reports.

Norwest Banks Minnesota, N.A.

1993 - 1994

Desktop Publishing Department/Word Processing Support. Assigned to area directly responsible for design, formatting, updating and publishing of corporate-wide technical, systems and business manuals. Duties also included training new hires and monitoring workflow.

Shopping Center Network

1988 - 1991

Executive Assistant to Senior Vice President. Responsible for day-to-day administrative support as well as coordination of National Sales Office and sales reps. Duties included supervising work flow of other support staff, training all WP operators.

Word Processing Temporary

1986-1988, 1991-1993, 2003-2005

Working in a variety of industries, corporations and charitable organizations including University of Southern California (Marshall School of Business), Zurich N.A., Children's Aid Society, Morgan Stanley, Time/Life Inc., Ernst & Young, Citibank, etc. Experience included both word processing "pool" as well as administrative assistant positions.

Studio Film & Tape, Inc.

1985 - 1986

Marketing of specialized and standard video products. Helped to develop marketing strategies and consulting with clients on professional video production.

EDUCATION

- New York University, Tisch School of the Arts
- High School of Performing Arts - Theatre Dept./Regents Honors Graduate
- Career Blazers - Certificate in Advanced Word Processing