

ROBERT LLOYD NEBLETT

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OBJECTIVE

Passionate, versatile writer with national publication experience seeks full-time or contract position in a dynamic, creative corporate environment; extensive background in nonprofit, corporate, and academic settings, including corporate communications, internet/intranet site creation and maintenance, marketing, public relations, copywriting/editing (print and internet), and fundraising/grant writing.

RELEVANT WORK EXPERIENCE (CORPORATE)

GAMERANG, INC., SANTA ANA, CALIFORNIA – JULY 2010 TO PRESENT

Web Content Editor/Copywriter (Contractor): Creation and editing of text and related content for corporate beta site launch, including branding consultation and revision of terms of use; development of corporate wiki page and social networking resources; basic web research for comparative business practices across existing corporate models

GOOD TO GEAX/PEARSON FOUNDATION, DALLAS, TEXAS – FEBRUARY 2009 TO PRESENT

Corporate Communications Contractor: Creation and editing of content for internal corporate communications regarding employee volunteerism, matching gift programs, education/youth development activities, including national Read for the Record initiative

NOKIA INC., IRVING, TEXAS – NOVEMBER 2006 TO JUNE 2008

Communications Specialist, Community Involvement Division: Creation and editing of content for internal/external corporate communications for North America regarding employee volunteerism, matching gift programs, education/youth development activities; intranet site design and maintenance; regular submission of CI-related articles to Nokia Today and Nokia Tube information distribution outlets

ERNST & YOUNG LLP, DALLAS, TEXAS – MAY 2006 TO NOVEMBER 2006

Shared Services Center HR Contractor: Preparation and distribution of human resources orientation materials; records management; quality assurance data verification; personnel processing of new hires/onboarding, offers, and separations

COLORTYME, INC., PLANO, TEXAS – MARCH 2006 TO APRIL 2006

Marketing Project Contractor: Product research and internet graphics processing for corporate franchise website overhaul

RELEVANT WORK EXPERIENCE (NONPROFIT ARTS/EDUCATIONAL)

SUMMERWIND PRODUCTIONS, WINDSOR, COLORADO – MARCH 2003 TO PRESENT

Freelance Playwright: Author/co-author of theatrical scripts licensed for professional, amateur, and educational production throughout the United States and Canada

UNIVERSITY OF NORTHERN COLORADO, GREELEY, COLORADO – AUGUST 2005 TO PRESENT

Freelance Dramaturg/Playwright: Textual research and advising, script adaptation for mainstage productions, and composition of program notes

WATERTOWER THEATRE, ADDISON, TEXAS – JANUARY 2008 TO FEBRUARY 2008

Freelance Dramaturg: Textual research and advising, script adaptation, composition of program notes, and moderation of educational outreach activities for mainstage production of Shakespeare's *As You Like It*

ARKANSAS ARTS COUNCIL, LITTLE ROCK, ARKANSAS – MAY 2006 TO JUNE 2007

Playwriting Programs Consultant: Served on 2006 playwriting fellowship committee and acted as coordinator and primary reader of 2007 playwriting mentorship program, in cooperation with the Playwrights' Center in Minneapolis, MN

TENNESSEE REPERTORY THEATRE, NASHVILLE, TENNESSEE – FEBRUARY 2000 TO MAY 2004

Freelance Dramaturg/Assistant Director/Playwright: Textual research and advising, production planning, publications composition and editing – program notes and publicity, script adaptation for mainstage productions, educational outreach, and marketing assistance

(MOSTLY) HARMLESS THEATRE, ST. LOUIS, MISSOURI – MARCH 2000 TO JANUARY 2004

Founding Artistic Director/Administrative Manager: Development and implementation of artistic mission, season planning, staff hiring, fundraising (raised over \$127,000.00 in corporate/foundation/arts agency grants), box office and house management, marketing, publications design, community and educational outreach, special event coordination, AEA union contract negotiation/management, and supervision of internship program

WASHINGTON UNIVERSITY PERFORMING ARTS DEPARTMENT, ST. LOUIS, MISSOURI – AUGUST 1994 TO SPRING 2000

Dramaturg/Playwright: Textual research and advising, production planning, publications composition and editing – program notes and publicity, script adaptation for mainstage productions, and marketing assistance

ALLEY THEATRE, HOUSTON, TEXAS – MAY 1993 TO AUGUST 1993

Literary Intern: Research assistance, educational study guide preparation, evaluation of script submissions, administrative correspondence

RELEVANT WORK EXPERIENCE (PUBLICATIONS)

AMERICAN THEATRE MAGAZINE

“6 Design Virtuosos You Need to Know (Profile of TN Rep Resident Designer Gary C. Hoff)”: December 2005

“Shrew Takes a 1950s Spin in Music City, USA”: July/August 2003

NEW ENGLAND THEATRE JOURNAL – VOLUME 14, 2003

“Nobody Sings About It”: In Defense of the Songs in Caryl Churchill’s *Vinegar Tom*”: Volume 14, 2003

EDUCATION

WASHINGTON UNIVERSITY, ST. LOUIS, MISSOURI

PhD, Comparative Literature and Drama, In Process (Coursework and exams completed; ABD status)

MA, Dramatic Literature, *Summa Cum Laude*, 1996

ABILENE CHRISTIAN UNIVERSITY, ABILENE, TEXAS

BA, English with University Honors, *Summa Cum Laude* and Dean’s List, 1993

BA, Theatre, *Summa Cum Laude* and Dean’s List, 1993

SKILLS

Excellent word processing, research, written/spoken communication, and organizational skills; detail-oriented; strong initiative; quick learner; dedication to customer service; computer/internet literate (Windows and Mac); highly proficient in Microsoft Word, Excel, Outlook, and PowerPoint; basic Adobe Photoshop, Adobe Photoshop Elements, Adobe Acrobat, HTML, and Lotus Notes skills; basic Human Resources software application skills – PeopleSoft, Taleo, AMPS; proficient in online shipping with FedEx, UPS, and DHL

REFERENCES

Available upon request