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| Victoria Rousseau Stars with solid fill | | | | | |
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| about Victoria is well-versed in both performing and teaching. She studied and trained in both acting and dance for 8 years at the Center for Perfoming Arts Methuen. There she also found her love for teaching and working with children as she assistant taught classes for 3 years. After pursuing her first degree, Victoria came back to teaching dance and acting at multiple studios & workplaces and has been for the last 5 years. Victoria has continued her passion for performing through those 5 years as well, and is known for her fun, kind, and outgoing personality! She hopes to continue incorporating all of her passions for years to come. skills Communication  Problem-solving  Critical thinking  Time management  Lesson planning  Positive attitude  Creativity & Collaboration  Organization ADDRESS16 Fulton Street, Woburn, MA 01801PHONE978.609.2902EMAILvictorialrousseau@gmail.com**WEBSITE**www.victoriarousseau.com |  | EXPERIENCE |  | |
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| 2023 - PresentReceptionist/Downloads Specialist | Saltmarsh Insurance Agency | Winchester, MAResponsibilities: answering phone calls & greeting customers; directing customers to the appropriate agent in the office or over the phone; maintaining office supplies & organization; drop off and pickup of office mail & registry documents; downloading & directing insurance policy documents to the appropriate agent; tracking & reporting insurance policy cancellations & reinstatements; other admin tasks through AMS Vertafore.2023 - presentHip Hop Instructor | Cheryl A. Sullivan’s School of Dance | Woburn, MAResponsibilities: planning & conducting lessons in hip hop for children and teenagers; choreographing routines for class and performances; producing lessons in artistry & dance technique; supervising and mentoring children in a dance environment.2023 - 2023Early Preschool Teacher | Primrose School of Woburn | Woburn, MA Responsibilities: prepping & implementing lesson plans into daily activities; educating on fundamental concepts and skills; encouraging a safe and social atmosphere through a classroom environment; communicating and providing technological progress/updates on children throughout the day to parents; tracking children’s bathroom usage, food intake, and participation in activities while also conducting these operations with the children. 2022 - 2022Performing Arts/Sales Associate | CAMP Burlington | Burlington, MAResponsibilities: create a warm, welcome tour and shopping experience for all families; engaging families in a high-energy, enthusiastic environment; stocking shelves with merchandise and completing basic cashier tasks; implemented immersive theatre skills into everyday conversations & tours with children.2021 - 2022Lead Instructor | The Little Gym at Cherry Hill | Danvers, MAResponsibilities: teaching and assisting in tumbling/gymnastics classes for young children; communicating with customers/parents through email, text messages, over the phone; answering questions and completing admin tasks; create advertising content to market company events, classes & parties; curated lesson plans to ensure a fun and safe experience for each parent and child.2014 – 2016 & 2021 - 2022Dance/Acting Instructor | Center for Performing Arts Methuen | Methuen, MA Responsibilities: Educated children aged 2-16 years of age on several styles of dance and acting; choreographed dances for classes and performances; monitored backstage behavior, entrances, exits on and offstage during performances; mentoring children in dance & acting environemtns; wrote and directed short scenes for performances. 2021 - 2021Lead Instructor | The Little Gym of Woburn | Woburn, MAResponsibilities: teaching and assisting in tumbling/gymnastics classes for young children; communicating with customers/parents through email, text messages, over the phone; answering questions and completing admin tasks; curated lesson plans to ensure a fun and safe experience for each parent and child. | | |
| EDUCATION |  | |
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| Long Island University – BFA in Musical Theatre (2016-2020)  Southern New Hampsshire University – BA in Psychology (2023-Present) | | |
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