

# REBECCA ATKINS, LPC, NCC

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## PROFILE

*Innovative non-profit Executive Director with a versatile skill set gained from 22 years of experience directing a unique mental health and arts agency. Specializes in creating a supportive environment that encourages creativity and compassion. Harnesses the power of technology to streamline workflow, creating a solid base for the manifestation of creative endeavors.*

## SKILL HIGHLIGHTS

- Non-profit experience (22 years)
- Grant writing and administration
- Theater production (all aspects)
- Macintosh fluent, PC literate
- Leadership/communication skills
- Bookkeeping (Quickbooks)
- Licensed Professional Counselor
- Management of Virtual Internship program

## PROFESSIONAL EXPERIENCE

### **Executive Director, Artreach, Inc.; Norwich, CT.**

**2007 - Present**

*Artreach is a 501(c)3 non-profit mental health and arts agency that provides creative and performing opportunities, wellness activities, artistic development classes and recreation to adults who have psychiatric disorders. Artreach is the home of The Second Step Players theater troupe. The Second Step Players create and perform Conscious Comedy about mental health issues, for the dual purpose of reducing stigma and educating about mental illness, and for the healing of the actors through the creative process.*

- Manages all agency business, administers \$300,000+ annual budget
- Manages program design and execution
- Produces theater/music events, manages tickets sales and tracks patrons/donors
- Supervises staff
- Reports to Board of Directors, manages meeting schedules and agendas, works directly with the Board President

### **Artistic Director, The Second Step Players Theater Troupe; Norwich, CT.**

**1996 - Present**

- Produces stigma-busting, educational theater productions featuring actors who have psychiatric disorders. Scripts and stand-up comedy are co-created by actors and staff
- Produces music showcases, poetry readings, and touring shows
- Script writing on collaborative creative team, primary “script doctor”
- Manages rehearsal process for productions
- Audio and Video production (Logic, Garageband, iMovie)
- Volunteer management for house crew/technical crew

### **Assistant Director, The Second Step Players Theater Troupe; Norwich, CT.**

**1993 - 1996**

- Co-led theater troupe with Artistic Director of The Second Step Players
- Co-wrote educational, mental health themed sketch comedy scripts
- Directed/co-produced local events, booked and managed 20 -30 annual tour shows

## EDUCATION

- Antioch University New England, Master of Arts: Counseling Psychology** 2001  
Keene, NH, USA  
Reader's Digest Fellowship Award for outstanding service in the mental health field
- James Madison University, Bachelor of Science: Dance** 1984  
Harrisonburg, VA, USA

## CORE ACCOMPLISHMENTS

### *Non-Profit Management*

- Administers \$300,000+ budget
- Manages data and outcomes reporting to primary funder, the CT Department of Mental Health and Addiction Services
- Secures supplemental funding from CT Office of the Arts, other grant funders, local foundations and private donors
- In 2008, wrote and received two federal Transformation Grants for pilot programs in Wellness and Artistic Development. The successful pilots yielded ongoing classes in music, poetry, writing, Mindfulness Based Stress Reduction, improvisation and theater

### *Developed Virtual Internship Program at Artreach, Inc.*

- Using Basecamp and Skype, manages approximately 10 interns at any given point in time. Interns contribute 150 hours of service in exchange for non-monetary benefits. Interns work on projects such as website development; social media management; press; graphic design; marketing; outcome measures and analysis; video storytelling; and human resources management (recruiting, hiring and training of other interns)

## PERFORMING EXPERIENCE

### *Acting*

- "Methuselah's Guide to Online Dating for Those with Reading Glasses: A Comediatric Musical Improvity." A unique theater production that includes music, improvisation, scripted scenes and audience interaction, inspired by the work of Viola Spolin and Paul Sills. Opens May 1, 2015 in Deep River, CT
- The Second Step Players Theater Troupe, 1993 - Present

### *Music*

- Gypsy TimeSurf, 2010 - Present. An eclectic mix of harmony-rich alternative and pop. Singer, bass, guitar
- Driven by Dreams, 2004 - 2006. 80's cover songs, dance band. Backup singer, guitar
- Blue Blazes, 1999 - 2003. All female country band. Backup singer, guitar

### *Dance*

- Event Coordinator/Dance Instructor for "Thrill the World" Norwich, CT. 2009 - Present
- Tanagra Movement Theater, 1984 - 1988
- Margaret Donor and Dancers, 1984 - 1988
- Egret On Our Backs, 1986 - 1988
- James Madison University Repertory Tour Troupe, 1983 - 1984
- Director: Apprentice Dance Company, James Madison University Repertory Troupe, 1983 - 1984