

# Personal Profile

Motivated, compassionate and driven individual who out of enjoyment partakes in numerous creative activities with the never-ending determination to expressively achieve both personal and professional goals; my ability to adapt, listen and learn on the job will make me the perfect candidate for your position, not only due to my current skill sets but also due to my aspirations in the future. I plan to one day run my own creative events.

07972688924  
Abigail.hutchisonwrites@gmail.com

# Abigail Hutchison

## Work Experience

### Nottingham Poetry Festival Intern (May 2022)

To prioritise public involvement, enjoyment and comfort. My role as an intern within Nottingham Poetry Festival has taught me organisation, resilience and an understanding of the realities of the creative industry.

#### Key Responsibilities

- Ushering audience members to assigned seats
- Preparation of venues for participants
- Proactive listening and responding to other members of the team to ensure the festival ran smoothly. If any issues arose I was calm and collected.

### English Intervention mentor (January 2022- July 2022)

#### Arnold Hill Academy- Mapperley, Nottingham

To ensure high levels of engagement and progress through supporting engagement in curricular and extra-curricular activities, and developing positive learning behaviours measured through a reduction in the attainment gap of PP and non-PP pupils and a raised attainment achieved by targeted students.

#### Key Responsibilities

- To have knowledge of the range of additional Study Support activities, intervention, courses, opportunities, and individuals that could provide extra support for students.
- To plan and deliver in class or small group intervention sessions.
- To facilitate the delivery of the online tuition programmes such as Century Tech and NTP.
- To support and deliver a range of study support opportunities and extra-curricular clubs for students

### Speak Easy (December 2021- Present Day)

Performer and facilitator of an open mic event within Nottingham Playhouse

#### Key Responsibilities

- Organising and Hosting open mic events
- Facilitating the organisation of meetings pre and post events
- Liaising with UNESCO city of Literature and Nottingham playhouse to ensure an event optimises opportunities for young people within Nottingham

### Writer and Tutor ( Jun 2018- January 2022 )

Writing East Midlands based in Nottingham Central Library- Nottingham, East Midlands  
Supporting young children through enlightening them of the world of literature in order to cultivate necessary life skills

#### Key Responsibilities

- Encouraging individuals to use a creative outlet in order to communicate things that are usually difficult
- Assisting the knowledge of young people
- Accommodating to young people's comfort
- Management of business' expenditure
- Handling and filing of important and confidential paperwork
- Preparation of invoices

## Extracurricular Activities

UNESCO city of Literature Youth Board  
Nottingham Playhouse Youth Board  
Homegrown participation at Nottingham Playhouse  
Gedling Borough Youth Council representative  
English Literacy Ambassador  
Dramatic Performing Arts school  
Playwork Session Leading  
Mouthy Poet member and performer

January 2021- Present  
February 2021- Present  
2019- July 2022  
Jan 2015 -2021  
2019- 2020  
Jan 2014 - 2016  
March 2014 - 2016  
2011 - 2014

# Academic Background

Arnold Hill Academy	Secondary school education September 2014- June 2019 <ul style="list-style-type: none"><li>1x9 (A**), 1x8 (A*), 2x7 (A), 4x6 (B)</li></ul>
Arnold Hill Academy Sixth form	Sixth form September 2019- June 2021 <ul style="list-style-type: none"><li>English literature : A*</li><li>Drama: A</li><li>Religious studies : A*</li><li>EPQ : A*</li></ul>
Althaus digital marketing bootcamp	The below topics were delivered via livestreams and was also supported with a wide range of ‘on demand content’ via internal learning platforms <ul style="list-style-type: none"><li>Introduction to digital marketing</li><li>SEO and social media</li><li>Copy writing, Automation and Marketing tools</li><li>Wordpress and Web development</li><li>Conversion</li></ul>

# Awards

Bronze arts award. September 2021
Fully paid online scholarship to creative writing course at Nottingham Trent University August 2020
Inspirational women of Gedling Award March 2020
Seated Youth Mayor of Gedling 2019-2020
New Writers UK -Winner and second place

NAME OF SHOW	RUN TIME	ROLE I PLAYED	COMPANY
The AHA showcase	December 2017	Hostess	Arnold Hill Academy
The AHA Showcase	December 2018	Front of House Manager	Arnold Hill Academy
The AHA Showcase	December 2019	Actress	Arnold Hill Academy
Christmas In July	July 2020	Writer	Nottingham Playhouse
Accidental Death of an "Activist"	July 2021	Writer	Nottingham Playhouse
Fractured Dreams	July 2021	Writer	Nottingham Playhouse
Horseman	March 2022	Q&A lead	Nonsuch Studios
Acciental Death of an "Activist"	May 2022	Writer and creative producer	Nottingham University Theatre (NNT)