

Lucy Hubbs Sartor
lsartor@tulane.edu | lucysartor.com
(318) 737 - 0886

EDUCATION

Tulane University, School of Liberal Arts **New Orleans, LA** May 2022
Bachelor of Arts, English Creative Writing and Digital Media Production
Minor in Theatre Performance
GPA: 3.88, Magna Cum Laude

EXPERIENCE

Creative Artists Agency – Comedy Touring Assistant **Los Angeles, CA** Aug 2022 - Present

- Executed hundreds of touring contracts, negotiated offers, monitored and collected ticket counts, and calculated tour settlements, communicating with venues across the U.S. for a roster of 30 comedy clients.
- Assisted Comedy Touring agent in scheduling meetings and client signings, rolling calls with heavy phones, organizing calendar and phone sheet, maintaining buyer relations, and updating pitch materials for clients.
- Supervised the advancing of tour engagements between talent, managers, booking agents, and venues.

Temple Hill Entertainment – TV and Film Development Intern **Los Angeles, CA** Aug 2021 - May 2022

- Submitted 30+ script coverage reports to high-power TV and Film producers and creative executives.
- Pitched an original feature-length film to major Hollywood producers to be optioned by a streaming platform and crafted a script treatment concept and pitch presentation.
- Conducted research for production company CEOs and lent creative input on staff meetings.

Tulane University Campus Programming – Comedy Chair **New Orleans, LA** Apr 2020 - May 2022

- Organized world-famous comedians such as Tiffany Haddish, Chloe Fineman, Bowen Yang, and Ilana Glazer to perform on campus in an interactive format with students, maintaining an annual budget of \$65,000.
- Negotiated contracts and navigated schedules between university, agencies, talent, and media teams.
- Moderated and hosted the interactive Q&A events in direct conversation with the comedians.

Roleplay Theatre Collective – Student Creator, Playwright, Performer **New Orleans, LA** Aug 2019 - May 2022

- Collaborated with non-profit and university to write, stage, and publish a sold-out play on sensitive issues on Tulane's campus including sexual assault, racism, substance abuse, mental health, and homophobia.
- Produced a documentary following the play's creation with a high-budget New Orleans production crew.
- Recruited the next generation of Tulane students and conceptualized a remounted production for 2023.

Strauss Youth Academy for the Arts – Founder, Assistant Director **Monroe, LA** June 2011 - Aug 2018

- Founded a non-profit youth theatre at age 11 to bring theatre to ~ 10,000 children annually in one of the most underserved regions of the country, reviving a foreclosed city arts institution.
- Created an annual theatre summer camp series, educating young performers and directing scene studies.

SKILLS + SOFTWARES

Adobe Creative Suite, Microsoft Suite, AVID ISIS and Suite, Final Draft, Movie Magic Scheduling and Budgeting, Storyboard Artist, Production Assistance, Lighting and Sound Design, Camera Operation, Open Table, Script Coverage, Copy Editing, Contract Drafting, Event Planning, Heavy Phones and Scheduling

AWARDS

Tulane Merit Award Scholarship, Tulane Homecoming Queen 2022, Tulane Leadership Medallion, Women in Politics "Rising Star" Award, Chi Omega Model Initiate, Royal Academy of Dramatic Arts Shakespeare Cohort