



## Margaret (Peg) O'Keef

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**Summary:** Experienced writer/editor, teacher, performer, and project manager. My husband recently retired, so we moved to paradise in North Georgia. I would like to continue working—to use my communications skills, make some additional income, and interact with my new community in a meaningful way.

### Teaching/Coaching

- At Rollins College, University of Central Florida, and Valencia College, taught a multitude of college-level courses in composition, criticism, screenwriting, text/script analysis, public speaking, acting, and student life skills, among others.
- Oversaw independent study/honors projects and academic advising to dozens of students.
- Directed mainstage shows, provided workshops, participated in committees, guided student organizations, and liaised with community organizations. Full academic CV available upon request.

### Writing/Editing

- As Peg O'Keef Creative Endeavors, contracted to develop audio and video tours for clients, including Holocaust Museum Houston, Texas Historical Commission, Barry University, Exploration Tower at Port Canaveral, American Undersea Warfare Center, MossRehab "All About Art," Modernism Museum Mount Dora, Morikami Museum and Japanese Gardens, Ringling Museum of Art, Japanese Tea Garden of Golden Gate Park, Fantasy of Flight, and Nehrling Gardens, among others.
- At Fantasy of Flight, co-wrote (with founder) audio experiences for the aircraft collection and developed Entertainment Department from ground-up. Created themed immersive visitor experiences: "Real Florida," "Rosie: A Riveting Experience," and "How to Wing Walk in Eight Easy Lessons."

### Project Management/Leadership

- At Enzian Theater/Florida Film Festival, filled a range of roles from Executive Director to Program Editor. As Executive Director, oversaw all aspect of non-profit arts organization, including programming, finances, grants, marketing, personnel, food/beverage, public relations, and operations.
- At Chapman Studios, oversaw all aspects of daily operation of a 9K sq. ft. soundstage facility, including marketing, negotiation, insurance, contracts, billing, and client services; attended industry trade shows marketing stage and camera support equipment; developed administrative systems; served as company representative to US market east of the Rockies; represented in industry organizations.
- At Wilson Learning and VACO, provided research, analysis, training, and led functional teams.

### Other skills

- Performed onstage as well as film and television for 40+ years. Arts resume available upon request.
- Expert grammarian and proofreader. Can write to purpose—marketing, entertainment, academic.
- Research maven. Aviation historian. Arts interpreter. Trained in audio description.
- Licensed driver (standard and automatic). Clean driving record.
- Ordained celebrant/minister.

**References, education details, full CV, and artistic resume available upon request.**

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