

Payten Romig

Theatre and Hospitality Professional

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Work Experience (Partial List)

Associate Director of Arts Management

October 2024 - Present

All The World's A Stage

Shelby Township, Michigan (HYBRID)

- Raised \$10,000 in one month while managing the organization's first giving campaign
- Supported digital maintenance tasks, including website updates and database management
- Developed a corporate sponsorship program and streamlined advertiser to sponsor conversions

Host

September 2026 - Present

Cameron Mitchell Restaurants: Marcella's

Columbus, Ohio

- Worked with the guest services team to seat upwards of 500 guests on high volume days
- Utilized Toast POS to take carryout orders over the phone or directly at the host stand
- Showcased *genuine hospitality* by handling guest questions and requests with a positive attitude

Host + Assistant Office Manager

October 2024 - September 2026

Cooper's Hawk: Winery & Restaurant

Columbus, Ohio

- **Host:**
 - Organized reservations and oversaw server rotation on OpenTable
 - Greeted over 400 guests nightly with a welcoming attitude
- **AOM:**
 - Managed cash handling and reporting following high-volume days
 - Helped the management team with invoices and inventory

Tasting Room Attendant

October 2025 - July 2026

Cooper's Hawk: Winery & Restaurant

Columbus, Ohio

- Unloaded 200-300 cases of wine twice a week and maintained retail displays following deliveries
- Provided wine education experiences through conversations with guests
- Practiced efficient multitasking during peak weekend hours

Theatre Operations Manager

December 2023 - October 2024

Weathervane Playhouse

Newark, Ohio

- Facilitated box office and concession sales for audiences of over 300 patrons
- Coordinated email communication between management and patrons through Constant Contact
- Applied audience survey feedback into daily operations to ensure a higher quality of experiences

Education

Ball State University, College of Fine Arts: Department of Theatre and Dance - Muncie, Indiana

Bachelor's of Science, Theatre: Production Directing (Summa Cum Laude Graduate)

- **Minors:** Management and Organizational Communications, New Works for the Stage, and Women's and Gender Studies
- **Awards:** Student Engagement and Philanthropy Award, Outstanding Greek Leader, Outstanding Panhellenic New Member, Edward S. Strother Scholarship, and Martha De Laurentiis Scholarship

Skills

Theatrical Directing (*resumé available*), OpenTable Operation, Phone Communication, Zeffy Management, Email Outreach, Toast and MICROS POS, Cash and Card Handling, Canva Content Creation, Newsletter/Press Release Copywriting, Tix and Salesforce/PatronManager Operation, Slate Management, QuickBooks Accounting, Microsoft Office and Google Workspace, Donor Relations, Event Planning, Public Speaking, Flexibility, Collaboration, Valid Passport, Valid Driver's License with a Personal Vehicle