

Alethea Shirilan-Howlett

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WORK EXPERIENCE

Head Teacher, Bromley Reform Synagogue, London July 2025-

- Oversees curriculum design, teaching quality, and student welfare for a progressive Jewish Sunday school.
- Leads staff development, recruitment, and communication with families, while fostering an inclusive and joyful learning environment.
- Coordinates events and assemblies, and ensures safeguarding, compliance, and educational excellence across the program.

Administrative Assistant -- Engagement and Creative Communications, CBS-CS, Dewitt

May 2024- July 2025

- First contact point for congregants to participate in Jewish and synagogue life, providing a warm and welcoming environment.
- Creates and distributes programs for congregational events, including youth and education and adult learning.
- Creates unique designs for the newsletter and outreach emails.

Assistant Producer, Barons Court Theatre, London January-May 2024

- Worked as an assistant producer on mainstage shows.
- Initiated conversation with reviewers and press.
- Captured moments for social media and marketing.

Front Desk at CBS-CS, Dewitt May 2023 - January 2024

- Was in charge of answering phones and taking down call logs.
- Organized spreadsheets for events and member data.
- Was responsible for monitoring security cameras and doors.

Intern, Syracuse Stage

August-December 2023

- Created promotional and educational material for the 2023-24 season.
- Worked hands-on during community events.
- Read and gave feedback for prospective TYA scripts.

EDUCATION

Syracuse University - Bachelor of Science, 2024

Double Major - Creative Writing and Drama

Graduated with Renée Crown Honors, Named a Marcia Mohr Scholar in Drama

Yiddish Summer Classes at the Steiner Center - Accepted into and participated in an immersive program in which students learn Yiddish day and night, Summer 2021

Jewish Changemaker Cohort- Accepted into and participated in a month-long fellowship for young Jewish leaders internationally.

TECHNICAL SKILLS

Excel, Google Docs/Sheets/Forms, Final Cut Pro, Canva