

# Grace Hoeltje

Entertainment Technology and Show Ops Specialist | Walt Disney Imagineering Intern

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## EDUCATION

### **B.A. Theatre Arts - Tech/Design**

Minor in Audio Recording  
Rowan University, Glassboro, NJ  
September 2022 - May 2026  
3.8 GPA

## CERTIFICATIONS & SKILLS

### **AUDIO:**

- Dante Level 3 Certified
- Q-SYS Certified
- SMAART Operator Certified
- HELA Certified
- **Softwares:** QLab, ProTools, Logic, Q-SYS Designer
- **Consoles:** Yamaha QL/CL series, Behringer M32, Allen & Heath Qu-16
- Advanced in FOH/monitor mixing techniques, audio troubleshooting, studio recording, post-production editing, and electrical/data signal flow

### **MISC:**

- OSHA 10 Certified
- IVES Forklift Operator Certified
- **Softwares:** Vectorworks
- **Misc:** Stage management, technical direction, leadership, communication, scenic painting, tech rider documentation

## EXTRACURRICULARS

- USITT (United States Institute of Theatre Technology) Student Chapter
  - President (2025-26)
  - Secretary (2024-25)
- Rowan Lab Theatre
  - Technical Director (2025-26)
- Alpha Psi Omega (Theatre Honor Society) (2023-2026)

## WORK EXPERIENCE

### **Show Technical Production Management Intern**

Walt Disney Imagineering  
Orlando, FL  
June 2026 - PRESENT

- Prepare, under supervision, project specific facility input details to be used in the field
- Provide general support to project and show designers
- Provide general support to project mockup efforts on an as needed basis

### **Theatrical Services Supervisor**

Sesame Place Philadelphia  
Langhorne, PA  
May 2025 - May 2026

- Responsible for training and leading a team of technicians and interns in daily operation and maintenance of entertainment offerings, set and theming installations, and special events
- Create SOPs for select entertainment venues and seasonal entertainment offerings
- Perform daily opening and closing procedures for six distinct entertainment venues
- Manage troubleshooting and maintenance of audio, lighting, and low-voltage electrical issues
- Draft and pitch entertainment and theming concepts for show quality improvements

### **Entertainment Technician**

Sesame Place Philadelphia  
Langhorne, PA  
May 2024 - Apr. 2025

- Operated audio, lighting and special effect elements (bubble, fog, confetti) for live shows and special events
- Operated Lawless Industries parade vehicles including floats and whirlys
- Responsible for inspection and maintenance of parade vehicles, props, and effects
- Installed/striking seasonal event decor and theming

### **Attractions Cast Member (Disney College Program)**

Walt Disney World  
Orlando, FL  
Feb. 2023 - July 2023

- Stationed at Star Tours: The Adventures Continue and Indiana Jones Epic Stunt Spectacular! at Disney's Hollywood Studios
- Performed proper safety checks and procedures required for ride vehicles in motion
- Assisted Guests with questions and concerns, provided Guest recovery when applicable
- Prioritized safety, courtesy, inclusion, show, and efficiency

### **Student Stage Manager**

Rowan University  
Glassboro, NJ  
Sept. 2022 - Oct. 2025

- Partnered with producers and directors to create organized production and rehearsal schedules
- Facilitated communication between director, cast, and crew; created and managed documentation and notes for all production meetings, rehearsals, and performances
- Served as the point of contact for technician, stagehand, and actor scheduling communications
- Called sound and light cues for theatre and dance productions via comms system
- Ensured safety of performers by facilitating fight, lift, and fall calls