



GEORGIE LUPPI

CREATIVE PERSONAL ASSISTANT | JOB AIDE



To contact me, please see the 'Get in touch' section on my website.

Accessibility and equity are at the heart of my work. I support disabled and/or neurodivergent talent in theatre, film and TV. I believe that strong communication and a trusted relationship between a Personal Assistant and the client are essential for effective advocacy and tailored support. My goal is to ensure clarity, accessibility, and equity in all creative settings, allowing the creative talent the freedom to focus on their artistry with confidence. With professional experience and drama school training, I understand the specific demands of the industry, allowing me to provide nuanced and practical support in creative environments.

EDUCATION

BA (Hons) European Theatre Arts

1st Class Degree
Rose Bruford College, London
2021 - 2024

SKILLS

- Organisational Support & Coordination
- Time keeping & Reliability
- Proactive Support & Planning
- Personalised Support
- Note-Taking and Documentation
- Communication, collaboration & teamwork

CERTIFICATIONS

- Valid, up-to-date DBS check
- UK full, clean driving licence
- Valid Passport

EXPERIENCE

Job Aide to Actor & Model

Jan 2025 - Current

Private

- Provide administrative and creative support to an emerging Actor, Writer, and Model, ensuring equitable opportunities in the industry.
- Accompanying the client to auditions, workshops and jobs.
- Support with training her Medical Alert dog.

Job Aide to Film Producer

Feb 2025

British Film Institute - International Film Festival Rotterdam

- Provided proactive support, anticipating needs, managing priorities, and implementing effective systems to enhance organisation and accessibility.
- Assisted with note-taking and documentation, capturing clear, concise, and accurate records during meetings to ensure effective communication.

Creative Access Worker to Actor

Jan 2025

Private - On Set

- Ensured best practices for wheelchair etiquette, educating and guiding the team on respectful and practical considerations on set.
- Communicated with directors, stage management, and crew to coordinate scheduled rest breaks and access needs, ensuring an inclusive and supportive workspace.

EXPERIENCE CONTINUED

Creative Access Worker to Actor

Oct 2024 - Nov 2024

Barbican

- Assisted in navigating high-pressure situations, offering reassurance and practical strategies to support well-being.
- Created a structured and supportive space, adapting to individual needs to promote confidence and ease in professional settings.

Personal Assistant to Actor

Aug 2024 - Oct 2024

Graeae Theatre Company

- Provided access support during rehearsals and travel to and from Shakespeare North Playhouse.
- Assisted with domiciliary tasks in accommodation, ensuring ease and well-being throughout the production period.
- Advocated for the actor's access and support needs, facilitating a smooth and inclusive rehearsal process.

Creative Access Worker to Actor

June 2024 - July 2024

Regent's Park Open Air Theatre

- Assisted with transport, quick changes, and backstage logistics, ensuring a seamless rehearsal and show process.
- Served as a key point of contact between the actor, Company Manager, and Stage Manager, facilitating clear communication.
- Advocated for necessary adjustments and accessibility measures, ensuring the actor's needs were met daily.

Personal Assistant to Actor

April 2024 - June 2024

National Theatre

- Provided flexible and adaptable support during studio rehearsals, technical rehearsals, and double show days.
- Collaborated with the creative and stage management teams to advocate for necessary adjustments in real time.

Coordinator for Audition Workshops

Jan 2024

Rose Bruford College

- Coordinated access and support for audition workshops, ensuring requirements were met for each participant.
- Communicated with individuals prior to and during events, providing clear instructions and guidance.

Domiciliary Carer

2020 - 2021

Kirsten's Care Company, Suffolk

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