




# PHILL W HILL

## PRODUCTION MANAGEMENT

### CONTACT

 (203) 745-7581  
 Phillwhill@gmail.com  
 www.Phillwhill.com

### EDUCATION

- BA in Theatrical Design and Production - 2005  
Elon University  
Burlington, NC



### SPECIAL SKILLS & EXPERTISE

- \* Theatrical management and production
- \* Extensive playwriting experience
- \* Electrics and lighting design and technology including moving lights, LED fixtures, ETC and GrandMA consoles
- \* Software including MS Office, Pages, Google Suite, Final Cut Pro, Logic Pro X, Adobe
- \* Additional skills include basic carpentry, rigging, live sound, single and double purchase fly system, experience with children, extensive knowledge of pop culture history, valid CT driver's license

### REFERENCES

**Sarah Hooper**  
Cocktail Magique  
 (203) 858-2662  
 snh23hooper@gmail.com

**Joe Kimple**  
Sheen Center  
 (212) 219-3132  
 joekimple@sheencenter.org

**Hugh Hallinan**  
Downtown Cabaret Theatre  
 (203) 260-5810  
 Hugh@mycabaret.org

### EXPERIENCE

#### Sheen Center - New York City, NY

##### Production Coordinator

2023 - Present

- ❖ Overseeing on-site operations and production of all events and performances.
- ❖ Supervising and running production crew for all in-house events.
- ❖ Working closely with senior most Director of Production to facilitate and execute all production-based updates and changes to the facility.
- ❖ Organizing and maintaining all spaces and production equipment.

#### Downtown Cabaret Theatre - Bridgeport, CT

##### Producer/Artistic Director

2019 - 2023

- ❖ Providing artistic leadership and oversight for all DCT productions including 5 Main Stage musicals, 4 original TYA musicals, and 10-15 concerts, running in rep every season as well as 10-15 facility rentals or other events.
- ❖ Management of all production elements including scheduling, staffing, payroll, budget tracking, and material inventory of multiple shows running in rep.
- ❖ Orchestrating and coordinating all phases of production including auditions, casting, contracts, design meetings, rehearsals, tech, and performances.
- ❖ Acting as de facto Director of Production for all DCT productions and events.
- ❖ Working closely with Executive Director and creative team to produce a high quality theatrical experience on budget.
- ❖ Casting, staffing, and on-boarding all production personnel.
- ❖ Writing and conceptualizing Theatre for Young Audiences productions as well as original concert revue productions (Decades in Concert) for the Main Stage.

##### Production Manager

2014 - 2019

- ❖ Running administrative arm of each production including staffing, contracts, budget tracking/reconciliation, conflict management, scheduling, and payroll.
- ❖ Coordinating and running all production and design meetings and communicating all follow-up.
- ❖ Running crew calls for all load-ins, strikes, and production work calls.
- ❖ Advancing all concert and facility rentals including deposit payments, hospitality, rider review and negotiations, staffing, and technical oversight.
- ❖ Writing and producing original adaptations of popular fairy tales (3-5 per season).
- ❖ Lighting and media design and programming for all productions and concerts.

##### Production Stage Manager

2007 - 2014

- ❖ Organizing and running all rehearsals and performances.
- ❖ Organizing and running all production meetings and communicating production updates to all departments.
- ❖ Writing and distributing all production reports and coordinating changes.

#### Warehouse Theatre - Greenville, SC

##### Production Stage Manager

2005 - 2007

- ❖ Organizing and running all rehearsals and performances
- ❖ Communicating production updates to all departments
- ❖ Writing and distributing all production reports and coordinating changes
- ❖ Running and supervising all work calls with production crew and interns