

TIMOTHEY SULLIVAN

timotheysullivan@gmail.com // 508.801.8905 // timotheysullivan.com

Professional Summary

Production manager with 20+ years of experience managing complex production operations for some of the industry's most renowned producing and educational institutions. Extremely effective at developing, implementing, and fostering highly collaborative and efficient systems of communication – with both internal and external impact. Strategic and process-driven, with a proven ability to meet artistic, production, and fiscal goals; functioning as an essential member within a wide array of leadership teams and organizations. Articulate, personable communicator adept at cultivating meaningful relationships with a diverse range of stakeholders.

Areas of Expertise

Strategic Planning with Interdepartmental Implementation • Staff Supervision & Training
Budget Creation & Management • Union Contract Negotiation & Execution •
Standard Production Practices & Developing Technologies

Experience

Production Manager // Emerson College Boston, MA // August 2016 – Present

Manages the production department and their work on a ten-show season across five theatre spaces, ranging from a fully flexible blackbox space to large proscenium houses such as the Robert J. Orchard and Cutler Majestic Theatres. Responsible for upholding exceptional standards of production value and quality, comparable to those of the best professional productions. Trains and advises students on the best practices, methodologies, and skillsets required of Production Managers, put into practice through their work as Production Supervisors on Emerson College productions. Guides student designers and technicians through the creative and production processes in collaboration with the design faculty, production staff, and directors. Interviews, contracts, and supports professional guest designers, interweaving their work into the pedagogical requirements of student managers, technicians, and designers. Preserve a mutually beneficial relationship with the ArtsEmerson administrative, artistic, and production staff in order to provide meaningful professional training opportunities to students; coordinate overlapping space and equipment needs between Emerson College and ArtsEmerson.

Production Manager // The Ogunquit Playhouse Ogunquit, ME // July 2014 – August 2016

Collaborated with the Executive Artistic Director & Associate Producer in guiding a seven-show season, supervising all aspects of the production department, including the management of a multi-million dollar budget. Hired, retained, and supervised production staff responsible for the coordination, construction, and installation of production elements. Negotiated terms for the acquisition of any outsourced scenic, properties, sound, costumes, and lighting equipment. Led a strategic campaign to recruit and retain a highly-skilled production staff by auditing and raising Ogunquit's compensation standards.

Producer // Broadway Cares/Equity Fights AIDS

New York, NY // November 2011 – November 2013

Worked closely with the Producing Director, and led the Production Team to produce major Broadway fund-raising events and initiatives. Specifically, served as the Producer on *Broadway Bares*, *Broadway Backwards*, and the *Fire Island Dance Festival*, and led many major one-time-only special performances and corporate events. Maintained and deepened Broadway Cares' relationships with the Broadway community, with a focus on cultivating advocates and spokespeople for BCEFA. Extensive experience working with IATSE Local 1; worked in a wide variety of venues ranging from Broadway and Off-Broadway theatres in New York to concert halls and high-profile regional venues.

Production Director // Intiman Theatre

Seattle, WA // August 2010 – August 2011

Spearheaded the revitalization of the production department under new artistic leadership, improving the efficiencies and operating standards of the department's IASTE shop and crews, department administrators, and associates at the Tony Award-winning regional theatre. Worked extensively with artistic leadership and department heads to plan the physical realization of each production. Researched, recruited, and negotiated employment terms with highly accomplished design teams, leading their design processes for each production. Managed a multi-million dollar budget while liaising with and championing production initiatives with Intiman's Board of Directors.

Production Manager // Brown University, Trinity Rep MFA Program

Providence, RI // August 2005 – August 2010

First person appointed to the role, responsible for forming the first production department within the Department of Theatre Arts and Performance Studies at Brown University, in alliance with Trinity Repertory Company. Steered the outfitting and opening of the school's first dedicated performance venue, the Pell Chafee Performance Center. Recruited up-and-coming designers from some of the country's most renowned training programs. Managed a two-pronged approach to scenic realization, coordinating both on-premise scenic builds and staff as well as external shops. Responsible for the production elements and processes of up to 30 productions ranging from curricular studio projects to fully-realized productions on Trinity Rep's main stage.

Assistant to the Artistic Director // Mint Theater Company

New York, NY // August 2004 – August 2005

Assisted Jonathan Bank (Artistic Director) with the operation and growth of the acclaimed Mint Theater. Duties encompassed a wide range of tasks including processing union contacts, managing casting logistics, assisting development and fundraising efforts, financial record keeping, and securing external venue rentals.

Assistant Technical Director // Bridgewater State University

Bridgewater, MA // January 1999 – June 2003

Fulfilled the administrative & technical needs of all events and productions in a 1500-seat multi-use space. supervising all professional & student staff. Maintained venue equipment and facilities, and made recommendations for capital projects and improvements.

Education

Bachelor of Arts, Marymount Manhattan College, New York, New York

Professional Affiliations

United States Institute for Theatre Technology • Production Managers Forum • Actors Equity Association