

# Emma Sloane

Stage Manager/Associate Events Producer

Rockville, MD

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540-728-8440

## Associate Producer

Red Ladder Productions LLC

July 2023–Present

- Serves as an on-site producer for large-scale events, assisting clients with their technical needs in real time
- Acts as a liaison between vendors and RLP Staff and/or the client regarding their A/V technical needs
- Formulates necessary paperwork for productions, including schedules, contact sheets, and labor tracking sheets
- Performs rehearsal and show duties as needed, such as talent wrangling and board operating
- Interviews assistant stage managers and production assistants on a per project basis
- Manages production assistants and crew on site

## Stage Management Experience

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Stage Manager	<i>Dua: A Monster's Story</i>	Theatre Prometheus	May 2024
Asst. Stage Manager	January 2024 Dance Concert	Chamber Dance Project	January 2024
Stage Manager	<i>Dissonance</i>	The Essential Theatre	July 2023
Asst. Stage Manager	June 2023 Dance Concert	Chamber Dance Project	June 2023
Stage Manager	<i>The Rivals</i>	University of Richmond	April 2023
Stage Manager	<i>Craters</i>	Louisiana State University	February–March 2023
Asst. Stage Manager	<i>Smart People</i>	University of Richmond	October 2022
Stage Manager	<i>New Faces 2022</i>	University of Richmond	September 2022
Asst. Stage Manager	<i>Chemical Exile: Synthesis</i>	Rorschach Theatre	July 2022

## Related Experience

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Sound Board Operator	Constellation Theatre	October 2023
Production Manager	Chamber Dance Project	March 2023–June 2023
Production Assistant/ Deck Crew	Chamber Dance Project, Arena Stage	January 2023
Light Board Operator	<i>Miss You Like Hell</i> , University of Richmond	November 2022
Production Assistant	Rorschach Theatre	May 2022–August 2022
Director	<i>Perfect Arrangement</i> , University of Richmond	February 2022

## Education

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University of Richmond ▸ Bachelor of Arts ▸ Theatre Major, Rhetoric and Communication Studies Minor ▸ December 2022

## Skills

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Qlab Operating, SportSound Operating, ETC ion light board operating, Vectorworks, Scissor-lift operating, Hanging and Focusing Standard Light Instruments, Cabling, Adobe Acrobat, Microsoft Office, Google Suite, Quickbooks, Able to pass government security check, Efficiency, Communication, Delegation