



February 29, 2020

Award-winning foolsFURY Theater Company is searching for a Production Manager for the 2020 FURY Factory Festival of Ensemble and Devised Theater.

#### ABOUT THE FURY FACTORY:

Running July 7th-19th, 2020, the FURY Factory is a biennial gathering of performing artists from around the Bay Area and the world. This year's FURY Factory Festival of Ensemble and Devised Theater is collaborating with Calling Up Justice's Claudia Alick as Guest Director. Since its inception in 2005, FURY Factory has become one of San Francisco's most exciting cultural events, a diverse and accessible home for audiences and artists. We offer master class workshops, industry convenings, and some of the most compelling new works by more than 20 innovative, risk-taking companies from around the country and as far away as Afghanistan and the UK.

#### PRODUCTION MANAGER DUTIES INCLUDE:

- Managing communications with all festival artists regarding:
  - Production needs
  - Logistical issues that arise
  - Promotion collateral
- Contract acquisition and communication for all participating artists
- Identify and participate in hiring and contracting necessary staff
- Managing relationships with participating venues (Z Below, NOHspace, Joe Goode Annex)
  - Coordinating/liaising with the venue technical staff
  - Coordinating tech rehearsals and production needs with venue tech staff
  - Contracting and supervising front of house staff (house management coordinator, box office manager)
- Managing Festival production communication:
  - Organizing and facilitating festival production meetings
  - Drafting and distributing production meeting reports
  - Facilitating access of materials to other members of the production team including marketing, PR, box office, etc.
  - Attending staff and intern meetings when necessary
- Budget management:
  - Generating check requests

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- Communicating with company bookkeeper and Artistic Directors regarding production budget
- On-site management of all venues during the festival
- On-site management of volunteers and interns for the festival
- Overseeing load-out and restoration of all festival venues
- Other duties as assigned

## WHO YOU ARE:

The ideal candidate for this position will be calm in the middle of a storm and highly organized. Ability to remain professional and friendly towards others during stressful situations is required. She or he has a high degree of integrity and strong collaboration skills across race, gender, ability and age. We strongly encourage BIPOC, gender non-conforming, genderqueer, transgender, non-binary and disabled candidates to apply.

## WHO WE ARE:

FoolsFURY is a small ensemble theater company that values the way we work as much as the boundary pushing art we make. We value discourse and encourage members to lean in and lean back when appropriate. We implement strategies for greater inclusion and equity in both the office and the studio. Staff hires are considered members of the company for the duration of their position.

Named the city's "Best Theater Company" by the *SF Weekly* (2008), and awarded the *SF Bay Guardian's* GOLDIE award for outstanding local theater group, we place a premium on the creation process, building artistic relationships and a commitment to interrogate our assumptions of what American theater can be. Our acclaimed productions include numerous original works and world premieres, as well as deconstructed classics. We engage with the community by offering workshops, a year-long apprenticeship program and internship opportunities. In recent years, we have begun to focus on touring in order to bring our work to a broader audience, give our creations a longer lifespan, and take a greater role in the national dialogue about the future of ensemble theater. As a west-coast hub for ensemble theater, we produce the biennial FURY Factory Festival of Ensemble and Devised Theater, hosting about 20 companies over two weeks and featuring works in progress, mainstage performances, workshops and an industry convening.

Although foolsFURY does not operate a physical theater space, we have long-standing

The logo features a large, stylized black letter 'F' with a red lowercase 'f' nested inside its left vertical stroke. To the right of this symbol, the text 'foolsFURY Theater Company' is written in a bold, black, serif font. Below the company name, the address '1446 Market Street • San Francisco, CA 94102' and the website 'www.foolsfury.org' are listed in a smaller, black, sans-serif font.

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relationships with several San Francisco-based theater companies - notably Z Space, Joe Goode Annex and NOH Space - from which we rent space when needed.

## POSITION DURATION & COMPENSATION:

Position Duration: April 1-August 15

Start Date: March 15

Compensation: DOE \$3,500-\$4,500

This is a part-time position, approximately 180 hours.

Reduced or free room and board for on-site work exchange is available at Aviva Retreat Center in Sonoma County, CA

## HOW TO SUBMIT:

Applications should include a cover letter, CV and references, emailed to [submissions@foolsfury.org](mailto:submissions@foolsfury.org) with "Production Manager" in the title by March 15 2020.

Please let us know if there are any accommodations that would make the submission process more accessible for you.