

Jess Donn

Producer and Theatre-maker

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EXPERIENCE

Freelance Producer, Various Locations, 2016 – Present

Extensive experience producing work for black box venues, including touring to festivals such as The Edinburgh Festival Fringe. Familiar working with various styles and techniques including adapted texts, devised theatre, physical theatre, musicals and close-up magic shows.

Current projects:

RISKY TEXTS WE SENT AS TEENS – Two For Joy Theatre (Producer)

An exploration of romance, youth, and embarrassment performed by two adults who are just trying to forget about the whole thing. *Currently in R&D, looking to remount and tour 2022.*

Stage One Regional Producer Placement, Mercury Theatre, 2021-2022

Assisting Executive Producer (Main House/Auditorium) and Talent Development Producer (Studio/Artist Development) in all aspects of production and programming of shows and events, including negotiations, casting, contracts, budget/recoupment schedules, and general Production Assistant responsibilities in the office.

Head of Management Team, National Student Drama Festival, 2019

Invited to be responsible for the training (in Front of House, Venue Management, and Workshops and Events), shift organising, general line management, and pastoral care of the 40-person volunteer Management Team. Public-facing role also involving general artist liaison throughout festival.

In House Coordinator, The Nottingham New Theatre, 2018-2019

Organising and overseeing the 16 shows and teams in the Nottingham New Theatre's Auditorium (80 seat black box venue) for 2018-19 In House season, including managing the proposals, auditions and casting process; chairing feedback discussions for each production; and assisting teams with show running. Also managed In House email inbox and Nottingham New Theatre Facebook page and performed weekly Front of House shifts.

Management Team, National Student Drama Festival, 2018

Responsibilities included: Venue Management across a variety of spaces at the De Montford University Leicester Campus and The Curve Leicester including safety inspections; Front of House including ticket sales, general announcements, ushering; Artist Liaison involving meeting and greeting attending visiting artists and student fest-goers; and Workshops and Events including helping to set up, and run these sessions.

Workshop Manager, The Nottingham New Theatre, 2016-2017

Responsible for overseeing the get ins and outs for over 30 shows at the Nottingham New Theatre across two main black box venues (80 seat and 25 seat), with occasional site specific work, as well as advising show teams on logistics of set designs and training in, and maintenance of, workshop materials and equipment.

AWARDS AND SKILLS

- Fellowship Award (2019), The Nottingham New Theatre for outstanding dedication
- Best Producer Society Award (2018), The Nottingham New Theatre
- University of Nottingham Award for an Outstanding MSc Dissertation (2019) Human Computer Interaction Runner Up
- Office administration including managing multiple email accounts and social media profiles

- Excellent at Microsoft Office and Google equivalents
- Crowdsourced fundraising projects (GoFundMe)
- Writing and reviewing contracts
- Writing, reviewing and managing budgets
- Excellent marketing (physical and digital) skills, including video editing
- Knowledge of technical management including ETC Ion and QLab 4
- Front of House including box office (Spektrix), ushering, and bar work
- Quick problem solver
- Excellent team leader
- Emergency First Aid at Work trained (2019 – 2022)

KEY PAST PROJECTS

FRANZ AND MARIE: WOYZECK RETOLD by Daniel McVey, after Georg Büchner

Producer, Greenside @ Infirmary Street, Edinburgh; Lakeside Arts (August – October 2019)

THE SEAGULL by Florence Bell, after Anton Chekhov

Producer, The Nottingham New Theatre (27th – 30th March 2019)

ADULT CHILD/DEAD CHILD by Claire Dowie

Director, The Nottingham New Theatre (18th – 20th November 2018)

CREATING RUMOURS by Emma Summerton

Producer, Greenside @ Nicholson Square, Edinburgh (3rd – 11th August 2018)

STRANGERS: PAIRS and **STRANGERS: MINDREADER** by Joe Strickland

Producer, Greenside @ Nicholson Square, Edinburgh (4th – 25th August 2018)

DIRK GENTLY'S HOLISTIC DETECTIVE AGENCY by Douglas Adams

Producer, The Nottingham New Theatre (9th – 12th May 2018)

STRANGERS: A MAGIC PLAY II by Joe Strickland

Co-producer, Hackney Showroom; theSpace @ Surgeon's Hall, Edinburgh (3rd – 26th August 2017)

Full credit list available on webpage (<https://jessdonn.com>) or can be sent directly on request.

EDUCATION

Human Computer Interaction MSc (2018-2019), University of Nottingham, Pass with Distinction

MSc dissertation developing and prototyping system to archive performances at the Edinburgh Festival Fringe to explore the links between crowdsourcing, location based services and sense of place.

Computer Science BSc (2015 – 2018), University of Nottingham, First Class Honours

Undergraduate dissertation exploring the use of robotics and digital technology in live, narrative based performance.

A Levels (2013 – 2015), King David High School (Sixth Form), A*AB – Maths, Further Maths, Physics

References available upon request