

Michael DeWhatley

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Professional Experience

<i>Culture & Arts Education Specialist</i>	Zilker Botanical Garden	Cynthia Klemmer	2019 - 2020
<ul style="list-style-type: none">Planned, developed, implemented, advertised, and evaluated all cultural and arts related programming and activities, including tours, camps, workshops, classes, and cultural programs and exhibits such as the Woodland Faerie Trail.Recruited, trained and supervised volunteers, docents, and part-time staff and serves as their main point of contactIn the wake of COVID-19, developed an Online Programming strategy that combined Gardening Guide videos, Activity Guide documents for at-home gardening activities with kids, Moments of Peace videos, and the creation, editing and publication of 360° Virtual Tours of the Hartman Prehistoric Garden and the Taniguchi Japanese Garden.Designed and planned an interpretive trail along the Butterfly Garden that consisted of 30 low-no touch panels outlining information necessary to planting a pollinator garden and caring for butterflies, bees and other pollinators.Maintained and supported the public-private partnership between the City of Austin Parks and Recreation Department and the Zilker Botanical Garden Conservancy.			
<i>Venue and Logistics Coordinator</i>	Austin Film Festival	Amelia Nichols	2019
<ul style="list-style-type: none">Executed the logistical components of all signage and other related rentals at conference and screening venues.Secured and managed a team of interns and volunteers across multiple departments to prepare and break down red carpets setups, post-screening talkbacks, panels, and other Festival events.Secured the downtown operational center as well as supervising the move-in, maintenance, and move out of that center.Developed an inventory of current signage and coordinates any signage printing and installation for the Festival.Acted as an interdepartmental linchpin and facilitates communication between Conference, Film, Marketing, <i>On Story</i>TM, and Executive departments to ensure that all venues are set up in time for panels to begin.			
<i>Associate Production Manager</i>	Actors Theatre of Louisville	Paul Werner	2016 – 2019
<ul style="list-style-type: none">Acted as a key collaborator in the design to production process, translating design concepts and artistic goals into technical specifics, budgeted costs, and detailed schedules with defined expectations.Drafted and negotiated designer contracts, responsible for designer travel, housing, and payment monitoring.Developed and revised drafts of the season calendar.Sat on the Diversity and Inclusion Committee of the Production Managers Forum as well as the Equity, Diversity and Inclusion Cohort at Actors Theatre of Louisville.Worked with the Front of House Manager on accessibility programming for the theatre spaces, including the set-up of touch tours, sensory friendly, open captioned and audio described performances, and open house events.Communicated with Marketing department by copy-editing promotional and literary materials related to production.			
<i>Assistant Production Manager</i>	Actors Theatre of Louisville	Paul Werner	2013 - 2016
<ul style="list-style-type: none">Assisted with the management of six departments, approximately fifty staff members and a budget of \$2 million dollars.Monitored and helped develop production budgets, and assists in the timely reporting of production expenses.Helped manage Actors Theatre's safety program, and lead multiple safety orientation sessions with Apprentices and staff.Directly supervised the education and performance of the Production Management Apprentice.			
<i>Production Manager</i>	Kentucky Shakespeare	Rob Silverthorn	Summer 2013

Education & Professional Internships

University of Texas at Austin: M.A. in Performance as Public Practice (expected graduation date: May 2022)

Wake Forest University (WFU): B.A. with Departmental Honors in Theatre, *magna cum laude*

<i>Producing Apprentice</i>	Actors Theatre of Louisville	Michael Legg	2012 – 2013
<i>Production Management Apprentice</i>	Actors Theatre of Louisville	Kathleen Kronauer	2011 – 2012
<i>General Management Intern</i>	Berkshire Theatre Festival	Liz Zieminski	Summer 2011

References

References available upon request.