

Christopher Phillion

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Qualifications

- ▶ More than twenty years of experience in all aspects of large-scale event production management
- ▶ Ten years of experience in direct client relationships, from initial contract to final billing
- ▶ Proven ability to maintain clear, effective communication among clients, vendors and internal departments
- ▶ Strong background in recruiting, training and leading successful teams in fast-paced, deadline-driven settings
- ▶ Excellent math and accounting skills; strong written and verbal communication skills
- ▶ Proficient in Microsoft Office, Google Docs, Adobe Suite, Vectorworks, Lightwright and QLab

Experience

Department of Performing Arts, Weber State University, Ogden, UT

Dance Designer/Technical Director August, 2016 to Present

- ▶ Management, design and technical support for Dance Area productions
- ▶ Guest lecturing, direct supervision and mentoring of students
- ▶ Identifying and developing technical training opportunities
- ▶ Successful budgeting, estimating, scheduling, planning, purchasing and grant writing for equipment and events

Capitol Theatre, Salt Lake County Center for the Arts, Salt Lake City, UT

Technical Director April 2013 to October 2016

- ▶ Provided guidance and resources for clients, event managers and vendors to schedule, plan and efficiently execute productions in a variety of function spaces
- ▶ Managed facility during performances; coordinated front of house, box office, security and production needs
- ▶ Oversaw daily maintenance and operation of all mechanical and theatrical systems.
- ▶ Hired, trained, scheduled, managed payroll and supervised facility operations staff and contract labor

Capitol Center for the Arts, Concord, NH

Production & Events Manager September 2010 to May 2012

- ▶ Collaborated with Marketing and Development departments to plan and execute successful campaign events
- ▶ Coordinated technical details for rock & roll and Broadway touring acts in a 1,300-seat theatre
- ▶ Worked closely with clients to schedule, budget, contract and plan events

AmeriCorps VISTA, Middle New Hampshire Arts and Entertainment Center, Franklin, NH

Marketing Director July 2009 to July 2010

- ▶ Led marketing efforts for a non-profit performing arts company operating in the historic Franklin Opera House
- ▶ Coordinated volunteer recruitment, training and scheduling for front of house and box office staff

Val A. Browning Center for Performing Arts, Weber State University, Ogden, UT

Production Stage Manager November 2001 to June 2009

- ▶ Lead technical liaison for three performance spaces, including the 1,700-seat Austad Auditorium
- ▶ Scheduling, estimating, staffing and billing for more than 200 events per season

May Company Department Stores, Florissant, MO, and Layton, UT

Area Sales Manager March 1997 to October 2001

- ◆ Hiring, training, scheduling and leading a team of up to 45 associates in a multi-million-dollar sales department
- ◆ Area Sales Manager of the Year Award (2000) for strong department sales and customer service scores

Training

Bachelor of Science, Theatre Design Emphasis
Professional Arts Training Program
Store Executive Training Program

Weber State University, May 2005
Seattle Repertory Theatre, February 2006
May Company, May 1997