## Being a Producer at the Civic

The producer is the main liaison between Spokane Civic Theatre staff and the Director/SM team. They work with the director/SM to understand how the Civic works, from working with the AD, setting-up production meetings, generating the calendars, coordinating with marketing/office staff with promo and production shots, bios and acknowledgements for the program, and all aspects of making sure the production goes off smoothly.

## What does it take to be a producer?

- Be available to attend auditions, production meetings, first rehearsals and tech week
- Coordinate with various production teams
- Be an effective communicator
- Be able to equally represent production team and Civic Theatre

## POKANE HEATR