

Additional Examples of Portfolio Presentation

Openings, Transitions, and Closings

Get the Job in the Entertainment Industry by Kristina Tollefson

The most important parts of your portfolio presentation to preplan in detail are the points where you have to shift your train of thought. These are the moments you are most likely to fill in with verbal crutches or silly things that you didn't mean to say. Having a clear and practiced plan will allow you to use these moments to your best advantage. Below are additional examples of openings, transitions, and closings to help inspire you to plan your own.

Openings

- ◆ I am an adaptable and calm stage manager whose previous experience with several design and production areas makes me a valuable member of the team. I can problem solve any situation, stick to a schedule, and be trusted to call very complex sequences with consistency.
- ◆ One of the things I think is great about props, is every show has its own set of challenges and the prop manager has to be an expert at such a wide range of skills from shopping to painting to furniture construction.
- ◆ My versatility allows me to thrive on everything from small cabarets to blockbuster musicals and I'm particularly successful because of my ability to think on my feet and make good decisions in high-pressure situations.
- ◆ My priorities as a Stage Manager are Communication, Detailed Tracking, and Safety. All of these shaped my success on the productions I'm going to share with you today.
- ◆ As a Technical Director I pride myself on thinking outside the box, meeting every deadline, and effective delegation. I have examples of how I use those skills in every production.
- ◆ My experiences as a Stage Manager have taught me important skills that would be valuable as your Director of Events including organizing large groups of people, finding methods and techniques to succeed in any task or project, and being able to enjoy the implementation process while making it a success.

Page Turn Transitions

- ◆ I was surprised how much I learned about Stage Managing when I worked as an assistant designer.
- ◆ The time I put into preplanning served me well when managing the changeovers for a variety of artists as part of a 3 stage multi day festival.
- ◆ Safety is at the top of my priority list and extends beyond injury avoidance. I'm training for certification as an intimacy director and while I am not yet certified, I have learned how and when to start a conversation. Those conversations were particularly important for these actors.
- ◆ Organization and tracking is my favorite part of the design process and why I'm such a great assistant. My partnership with this designer allowed me to support them in these areas so that they could focus on the things that only they could do.
- ◆ While I have no intention of ever being a props master, I have this in my portfolio because I learned so much about stage managing by being on the receiving end of rehearsal reports.
- ◆ There weren't a lot of mic'd actors on this production, but the logistics were incredibly challenging because of the intense quick changes.
- ◆ One particular area I excel in is generating deck plans and coordinating scenic transitions.
- ◆ Communication was key to the success of this show.
- ◆ Not only have I run wardrobe on large scale musicals and children's shows, I had the opportunity to dress a goat while working on this Opera!
- ◆ One of my favorite parts about props is getting thrown really unique challenges and this was one of the most unique.
- ◆ My adaptability helps me quickly problem solve in unorthodox situations.
- ◆ As stage manager for this large cast musical, my quick and efficient work was constantly necessary to keep up with a director with a lightning-fast blocking process.

Closings

- ◆ I would love the opportunity to put my problem solving, scheduling, and calling skills to work on your season.
- ◆ I had so much fun getting to solve the challenges of these productions and I'm excited about the challenges your season presents. I hope I get a chance at them!
- ◆ No matter the size or complexity of the show, I'm ready.
- ◆ As I hope you can tell, I delight in the process of taking a show from ideas in a director's head through the research and development process and into the final production. This is a show I've looked forward to getting the opportunity to design for years and hope I get that chance with you.
- ◆ Thank you for taking the time to look at my work. Words can only communicate so much and getting to see these pictures gives you an even better idea of my work.
- ◆ I hope you agree that my skills and experiences as a Theatrical Stage Manager have perfectly prepared me for a Director of Events position.