

TITLE: Executive Producer for Stage

POLICY NUMBER: 202

<p>CATEGORY: Productions</p> <p>DATE OF ADOPTION: 6-10-19</p>	<p>Board Secretary's Affirmation of Official Board Action Adopting This Policy</p> <p><i>Madelaine D. Yannacone</i></p> <hr/> <p>Secretary</p>
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Related Policies: 201, 302

Objective:

Manage and ensure the success of **Stage Productions**.

Policy:

There shall be an Executive Producer for Stage appointed by the VAT Board who will be responsible for the management and success of the Stage Productions.

Procedure:

An Executive Producer of Stage shall be appointed by the VAT Board and is charged with the production of all stage performances. The VAT Board may change who holds this position at any time.

Due to the workload involved, The Executive Producer for Stage may not be the Executive Producer of any other area.

The Executive Producer of Stage Productions shall:

1. Review possible plays for VAT Stage Productions and submit them to the VAT Board for review and approval.
2. Select and appoint the Producer and Director for each VAT Stage Production. The Producer and Director may be the same person and one or both roles may be performed by the Executive Producer of Stage Productions. Though the responsibility of the play and its production shall be that of the Producer and Director, the Executive Producer of Stage Productions retains oversight responsibility.
3. Once a play is selected, working with the VAT Treasurer, create a proposed budget (see Policy 302).
4. Maintain the Villages Amateur Theatre Production Manual. This manual contains information for Producers and Directors on how to create, develop, and present a successful Stage Production. This responsibility may be delegated by the Executive Producer of Stage Productions.