

**TITLE:** Executive Producer for Readers Abroad      **POLICY NUMBER:** 204

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

**Objective:**

Manage and ensure the success of Readers Abroad Productions.

**Policy:**

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

**Procedure:**

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

The Executive Producer of Readers Abroad shall:

1. Prepare an Annual Fiscal Year Budget (see Policy 302).
2. Choose and produce plays for VAT Readers Abroad Productions.
3. For each play performance:
  - a. Select and appoint a Director. The Director role may be performed by the Executive Producer of Readers Abroad Productions. The Director will report to the Executive Producer of Readers Abroad Productions.
  - b. Arrange audition, rehearsal, and performance dates and times with the Villages Community Activities department and assisted living facilities.
  - c. Arrange room setup for the audition, rehearsals, and performance dates and times with the Villages Community Activities department and assisted living facilities.