

# Maria Prince

Production & Stage Manager

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A committed multilingual Production Manager who has worked internationally for 6+ years. Spear-headed teams to successfully deliver projects, while fostering a strong collaborative spirit. Supervised critical paths of projects while being decisive under pressure. Cultivated a holistic view on multicultural team management and balanced leadership.

## Work Experience

HSSE Planning & Delivery Coordinator at [SoundStorm](#) | [Productionglue](#) | June 2023 - January 2024 | Remote - KSA

- Working on [MDLBeast's](#) flagship event Soundstrom 2023 as well as [Azimuth 2023](#)

Senior Operations Coordinator at [FIFA World Cup](#) | [Balich Wonder Studios](#) | August 2022 - January 2023 | Qatar

- Worked on the Opening, Closing, Award Ceremonies and Corniche Water Show for the FIFA World Cup Qatar 2022
- Stage Managed the early Volunteer auditions for the Opening ceremony, with up to 400 volunteers.
- Managing more than 95,000 USD in petty cash and processing over 200 Purchase orders.
- Coordinating the administrative needs of the Operations department.
- Coordinating communication and organisation tools such as Monday.com and Connecteam to streamline workflow.
- Assisted Operations Managers in the control room during the dress rehearsals and ceremonies.

Production Coordinator at [Expo 2020 Dubai](#) | [David Atkins Enterprises](#) | October 2021 - April 2022 | UAE

- Provided confidential support to senior management to ensure the delivery of **15,891 performances** for the Daily Entertainment Program.
- Developed the project timeline for the production delivery of the Christmas augmentations with 6 new concepts.
- Lead the Production load out and asset dissolution, specifically for Costumes with up to **4,000 items**.
- Completed 2 months of Stage Management and Event Control training.
- Compiled, with the Executive Producer, and delivered on time 5 client monthly reports, which included the KPIs.
- Performed methodical reviews and formatting, with the Managing Director, of the 400 pages client Final Event Report.
- Administered rosters for **108** people in the Production department across 5 teams.
- Documented and set agendas for 280 meetings, including 180 client meetings.
- Kept teams motivated and safe, and represented on site the Production department during COVID-19 outbreaks.

Stage Management Co-Trainer | [Ettijahat](#) | June 2021 - October 2021 | Lebanon

- Developed lesson plans for digital and in-person learning and taught stage management principles and exercises.
- Provided mentoring for 10 students and fostered within the classroom a passion for stage management and teamwork.

Production Manager | Freelance | May 2016 - March 2020 | Lebanon - United Kingdom

10+ projects: [Lear](#), [No Demand No Supply](#), [My Name Is Rachel Corrie](#), and more

- Managed, budgeted, scheduled and transferred locally and internationally full theatre productions.
- Ensured compliance with contracts (Equity/other) and payment schedules.
- Anticipated and proactively solved problems as well as adapted to quick-changes due to COVID-19.

## Education

**MA, Stage & Production Management**

University of Surrey  
2019 - 2020

**BA, Fine & Studio Arts**

American University of Beirut  
2012 - 2016

**Introductory Course in Theatre Design**

Royal Academy of Dramatic Arts  
July 2015

## Skills

CONTROL ROOM OPERATIONS  
ORGANISING VENUE TRANSFERS  
BUDGETING & SCHEDULING  
STRATEGIC PLANNING  
MULTICULTURAL TEAM MANAGEMENT  
AGILE MINDSET  
DIGITAL DEXTERITY  
MICROSOFT OFFICE & G SUITE  
MONDAY.COM & CONNECTTEAM

## Languages

**Native:** Arabic  
**Fluent:** French & English  
**Beginner:** Scottish-Gaelic

## Leisure

- Creative collaborator on an epic fantasy podcast, launching in 2023.
- Learning golf from Lebanon's 1979-1980 Champion: my dad.
- Currently playing Teamfight Tactics.
- Painting and drawing.