

Makenzie Owens

Production Assistant / Coordinator

Houston, TX | (803) 622-1952 | makenzieowens@icloud.com

Objective

Detail-oriented production professional with a BFA in Theatre Arts Design & Production and hands-on experience in live production coordination, scheduling, and on-site operations. Seeking a Production Assistant or Production Coordinator role where strong organizational skills, clear communication, and the ability to manage fast-paced workflows can support successful productions.

Education

Coastal Carolina University — B.F.A. Theatre Arts, Design & Production

Graduated May 2019

Theatre & Production Experience

2nd Second Assistant Director — Stargazer Films (Louisville, KY)

- *February 2023 – October 2024* - Facilitated daily operations by overseeing background actors and maintaining clear communication channels. - Coordinated department needs to ensure efficient, on-time production days.
Credits: Hot Kitchen, The Boxer and the Butterfly, Ladybug, Don't Let the Cat Out, Hot House

Stagehand / A.V. Technician — *I.A.T.S.E. Local 51*

- *August 2019 – March 2020* - Supported load-in, load-out, and show operations for theatrical productions, concerts, and corporate events in lighting, sound, carpentry and fly rail operation positions
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Collegiate Stage Management Experience

Stage Manager: *Steel Pier, A Little Night Music, Violet, Really, Really*

Assistant Stage Manager: *Oklahoma!, How to Succeed..., Spring Awakening*

Skills

- Live production coordinator & show operations, schedule management, run-of-show documentation, on-site logistics & backstage operations, cross-department team coordination, problem-solving, conflict resolution, adaptability and multitasking in live environments
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References available upon request.