



Hattie Fann

Prop Manager/Artisan

- Email: Hvfann@gmail.com
- Cell: (615)-663-0906
- Web: Hvfann.com

Professional/Educational Positions

Prop Manager/GA - University of Cincinnati Conservatory, August 2022-Present

- Paperwork, Communication, Budgeting, Shopping, Prop Making and Repairs, Overseeing Artisans

Assistant Prop Manager - Glimmerglass Festival, May 2022-August 2022, April 2023-August 2023

- Sourcing, Paperwork, Communication, Budgeting and Financial Tracking, Receipt Handling, Shopping, Scheduling, Archiving, Maintenance and Creation of Digital records and Files

Prop Supervisor - University of Memphis, January 2022-May 2022

- Prop Mastering, Facilitating Rentals, Communication, Shop Maintenance, Scheduling, Stock Maintenance, Overseeing Students and Prop Shop

Assistant Prop Manager - Des Moines Metro Opera, June 2021-July 2021

- Paperwork, Communication, Budgeting, Overseeing Artisans and Interns, Shopping, Prop Making and Repairs

Prop Manager - Cumberland County Playhouse, June-August 2019

- Prop Mastering, Facilitating Rentals, Shopping, Organizing Storage, Repairing Props, Budgeting, Paperwork

Prop Manager - University of Memphis, January 2019-May 2022

- Paperwork, Communication, Budgeting, Shopping, Prop Making and Repairs, Overseeing Artisans

Selected Props Manager Credits

Something Rotten	Prop Manager	CCM (University of Cincinnati)	Set Des. Joshua Gallagher	2022
<i>Fellow Travelers (Rental)</i>	Prop Manager	Des Moines Metro Opera	Stage Manager. Jenna Link	2021
<i>Or;</i>	Prop Manager	University of Memphis	Set Des. Brian Ruggaber	2020
<i>Don't Dress for Dinner</i>	Prop Manager	Cumberland County Playhouse	Set Des. John Partyica	2019

Skills

Acquainted w/:	Trained w/:	Experience w/:	Softwares:
*Period Prop Research	*Various Stationary Tools	*Machine/Hand Sewing	*Microsoft & Google Suits
*Ephemera Creation/Research	*Various Portable Power Tools	*Upholstery	*Photoshop (Adobe)
*Sourcing/Material Ordering	*Industrial Sewing Machine	*Leather Work	*Vectorworks (2-D)
*Basic Culinary and Food Prep	*Industrial Serger	*Fabric Dyeing	*Autocad (2-D)
*Fake Food Creation	*Rabbit Laser Cutter	*Furniture Making/Repairs	*V-Carve (Vertric)
*MIG, ARC, TIG Welding	*CNC Router Machine	*Various Sewing Techniques	*Acrobat (Adobe)
*Circuiting Wiring	*Various 3-D Printers	*Various Painting Techniques	*Audition (Adobe)
*Soldering	*Driver's License	*Theatrical Construction	*Arduino (IDE)
*Reading Scale Drawings	*Access to Car	*Pattern Making	*Tinkercad

Education

Education - University of Cincinnati Conservatory, Graduating Spring 2025 | M.F.A Theatre – Stage Properties

Education - University of Memphis, Graduating Spring 2022 | B.F.A Theatre – Design/Tech

Recognition

Southern Theatre Magazine - Cover Photo - Winter 2021: Production of *Or*; (Prop Manager)

USITT National Poster Session 2023 - "*Reimagining the Prop List: How to redesign your props paperwork for better communication and collaboration* "

*References by request

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