Technical Theatre Portfolio

How to build your Tech Portfolio and prepare for your Interviews

What is a portfolio?

A portfolio is a personalized collection of materials.

- A reflection of you as a person
- A reflection of you as a theatre technician
- A record of your educational/professional development
- Proof of performance on the job or in class
- What you have accomplished (i.e., tangible artifacts/evidence)
- Evidence of your learning new skills
- Paper-, computer-, or web-based

Why create a portfolio?

Portfolios can be used for a variety of purposes

- Applying for scholarships
- Meeting with a college representative for tech auditions
- Marketing your capabilities in job interviews
- Document the quality and quantity of your professional development
- Demonstrate prior work or learning experiences for educational credit.

Regardless of purpose, portfolios document skills and accomplishments through examples of your work.

What to include in a portfolio?

Portfolios can be used for a variety of purposes

- Artistic Statement
- Evidence of skills:
  - Ex. welding, construction, sewing, crafts,
- Work samples:
  - Ex. stage management paperwork, design sketches, lighting plot, pictures from productions, art pieces

Portfolio specialization breakdown should look like this:

- Costume Design – Drawings, paintings, or garments that you have made. These items do not always need to be theatrical, if you happen to have done a lot of fashion work.
- Lighting/Sound Design – Drawings, paintings, photography, drafting plots and lighting/sound plots.
- Scene Design – Drawings, paintings, still life or drafting designs.
- Stage Management – Prompt scripts, cue sheets, ground plans, rehearsal notes and programs.
- Technical Direction – Drafting samples, objects that you have built, photographs and production paperwork.

Artistic Design Statement

This should be placed at the beginning of the portfolio, and should be about one page in length. It should include:

- Your theatrical design background
- What brought you into the field?
- What motivates you to continue working in theatre?
- Any special projects you have worked on/are most proud of

Questions to ask before you start your portfolio

- What should I include in my portfolio?
- What should I leave out of my portfolio?
- What type of format will I use for my portfolio?
  - Digital/Electronic on the web or your computer
  - Hard Copy Visual Documents - Print/Photo

Where do I start?

1. Make a list of all your theatre classes taken:
   a. Classes in school, workshops, conferences, etc.
2. Make a list of all the productions you have worked on:
   a. School, Community Theatre, Professional Theatre
3. Make a list of all the tech areas worked on:
   a. Designer, hanging crew, run crew, costume crew
   b. What did you do to create theatre magic?

Digital/Electronic on the web or your computer

- Consider your audience.
  - For whom are you presenting your portfolio
- Choose a digital resource for you portfolio.
- Generate the content for your digital portfolio
  - Homepage
  - About you
  - Selected works
  - Artistic Statement

Visual Documents - Print/Photo

- Photographs
    - Pictures of props, costumes, or scenery you've designed or built
- Sketches, renderings, and drafting
- Organized paperwork:
    - Stage manager paperwork
    - Lighting cue sheets
    - Prop lists
- 4. Artistic Statement

Process to Product

Photographs to show before, during and after the design realization. Include: research, napkin sketches, swatches, samples, paperwork, etc

Design Award Recognition and Accomplishments

- List type of award
- Where the award came from
- Year of award