

Jonathan Rondeau

Email: jonathan@millemots.com

Languages: English, French

Affiliations: ACTRA, CAEA

SKILLS & TRAITS:

- Dedicated and hard working; enjoys a challenge and is highly adaptive.
- Through training and aptitude has developed both artistic and clerical strengths.
- Works well in collaboration with others and is able to self-motivate.
- Has a strong attention to detail and good under pressure.

WORK EXPERIENCE

Associate Producer – Comedia Film Event, Just For Laughs / Juste pour rire

May 2004 – September 2007 (Seasonal), Montreal

Responsibilities: Worked with the Comedia, JFL and Jpr teams to deliver all aspects of the bilingual film festival (scheduling, programming, production elements, logistics, communications and marketing). Developed relationships with local and international film industry and fostered brand awareness across local and international markets.

Production Manager – Youtheatre Inc.

September 2005 – December 2007 (Seasonal), Montreal and Touring

Responsibilities: Along with standard Equity (CAEA) stage management duties, production manager duties included the overseeing of new video and sound content creation, local, national and international (USA, UK) shipping logistics for tours and maintenance/upkeep of rehearsal space, equipment, sets, props and technical specifications.

Production Stage Manager – Theatre Lac Brome, Arts Knowlton

May 2006 – August 2006 (Contract), Knowlton

Responsibilities: Overseeing production needs for the repertory season of four plays. Stage managed and ran lights and sound for two of the productions according to Equity standards and practices.

Stage Manager– Various Companies

Jan. 2002 – Dec. 2007 (Contract) Montreal, Winnipeg, Wales, England, USA

Responsibilities: Entrusted with the maintenance of the director and producer's artistic and technical intentions. Organised production setups, take downs and performances. Took care of tour logistics and managed production and rehearsal schedules. Operated equipment or cued operators during performances. In charge of ensuring health and safety of all cast and crew members.

Image Research and Design – Réalisations Inc.

May 2000 – June 2004 (Contracts), Montreal

Responsibilities: Researched and delivered concepts and images for use by graphic artists in conceptual design of proposal for *Maui Nui* project; content for display on plasma-screen televisions embedded in champagne bar of *Tabù Lounge* in the MGM Grand Hotel, Las Vegas and text based visual content for use in design concept of *Rouge* bar in Detroit.

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Work Experience continued from p.1...

Ticketing Coordinator – Just For Laughs Festival & Canadian Tour, Just For Laughs

May 2001 – December 2003 (Seasonal), Montreal

Responsibilities: Created and maintained a ticketing report system, which acted as liaison between JFL producers, sales outlets (including the JFL sales department) and venues in Montreal (Festival), and in markets across Canada (Tour).

Co-Founder/General Production Manager – The November Company

October 1999 – April 2002, Montreal

Responsibilities: Fundraised, budgeted, wrote successful grant proposals, administrated the company finances and incorporation status, coordinated meetings, created marketing materials, was production manager, box office coordinator and collaborated creatively with all other members of the company.

EDUCATION

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| 2001 – 2003 | Graduate Diploma in Communications Studies Concordia University |
| 1997 – 2000 | BFA, Concordia University, Montreal, Quebec Faculty of Fine Arts, Theatre Performance <i>Graduated With Distinction.</i> |
| 1995 – 1997 | DEC, John Abbott College, Ste. Anne de Bellevue, Quebec Creative Arts (<i>Awarded Pam Montgomery Award upon graduation</i>) |

VOLUNTEER WORK

Arts Career Mentor – Youth Employment Services (YES) Montreal

Ongoing since 2005, Montreal

COMPUTER SKILLS:

- Fluent in both Mac and PC operating systems.
- 8+ years professional experience with Microsoft Office Suite (Word, Excel, Power Point, Outlook). Working experience with Adobe suite (Photoshop, Illustrator, Dreamweaver, Flash), Arkaos VJ software and QLab.
- Creator/Webmaster of www.millemots.com

OTHER SKILLS AND INTERESTS

- Personal interests include: photography, travel, skiing, hiking.
- Acting – Theatre, Film, Television

Performance CV and headshot available upon request.