
Emily Vaughn Stark

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EXPERIENCE

La Jolla Playhouse

San Diego, CA

WOW Production & Operations Manager

November 2024 - Current

- Spearheaded end-to-end strategy and execution of high-impact, large- and small-scale events with multiple stakeholders, venues, and programming needs.
- Managed event planning, including venue contracting for 16 venues, vendor coordination, 25 guest/artist contracts, transportation & housing, engineering certification, and staffing for 105 performances over a 4-day festival.
- Oversaw six-figure event budget development and fiscal management.
- Hired and supervised a 15-person team across production and operations, while aligning cross-functional workstreams.

St Mary's College of California

Moraga, CA

Production Manager, Music Program

August 2023 –December 2024

- Provided performance and stage management for music program concerts, events, and recitals.
- Coordinated live sound engineering and executed technical needs such as lighting, projection, and live-streaming.
- Scheduled and maintained rehearsal venues and equipment required by faculty and invited artists.

La Jolla Playhouse

San Diego, CA

Assistant Production Manager, WOW Festival

May 2019 - October 2019

- Advanced shows with local and international artists for artistic, travel, and contract logistics.
- Created and maintained master production calendars and schedules in alignment with all stakeholders.
- Coordinated rental negotiations, contracts, and permits for a multitude of vendors and venues.

BU Opera Institute

Boston, MA

Production Manager

August 2017 – May 2019

- Led stage and production logistics for operatic performances involving union/non-union crews, technical vendors, and municipal agencies.
- Managed trucking, load-in/out operations, rehearsal coordination, and venue compliance.
- Supported procurement and fiscal tracking of rental equipment, transportation, and technical services.

RELATED EXPERIENCE

Starbucks Coffee Company

Costa Mesa, CA

Shift Supervisor

July 2013- August 2016

- Led daily operations in high-volume retail environment, with a focus on team management, scheduling, product work flow, building maintenance, and customer satisfaction.
- Trained and onboarded new employees.

Cal State San Bernardino Theatre Department

San Bernardino, CA

Assistant Box Office Manager

September 2012 - December 2013

- Coordinated events with venues, vendors, associated departments, and guest artists.
- Hired, trained, and organized employees and volunteers for events.
- Led the devolvement of marketing and publicity materials.

EDUCATION

Boston University, College of Fine Arts

2020

Master of Fine Arts in Production Management

Boston University, Metropolitan College

2018

Graduate Certificate in Arts Administration

Cal State University of San Bernardino, College of Arts and Letters

2013

Bachelor of Arts in Theatre Arts with Focus in Technical and Design,
Emphasis in Stage Management (Cum Laude)