

MAXWELL FRIEDMAN

(THEY/THEM)

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www.maxwell-friedman.com

SELECT WORK EXPERIENCE

Little Island

General Manager, January 2024 – Present

Negotiate, develop, and track, all agreements, contracts, insurance and technical riders for artists, performers, and creative personnel, their representatives, and their collaborators

Draft, negotiate and execute all commission, production, vendor, presenting and license agreements

Develop and maintain positive relationships with artist and artist representation

Create and manage the Artistic Programming budget, maintaining clear projections and budget to actuals, ensuring all expenses are negotiated and executed within the allotted budget

Partner with the Finance department on the drafting, processing, and execution of all financial paperwork

In partnership with the COO, Assistant Director of Human Resource Operations and the Director of Artistic Programming, manage relationships with artist and labor unions as needed

Oversee and manage the seasonal Artistic Programming hiring plan and partner with HR in the orientation, onboarding and offboarding of those team members

Provide detailed administrative support and thought leadership across the Artistic Programming department

Support Artistic Programming team on special projects and initiatives as assigned by the Director of Artistic Programming and Artistic Director

The Public Theater

Manager of Designer Relations, September 2021 – July 2023

Represent the Public in all negotiations with agents, designers, assistant designers, USA829 Designer Union, animators, select vendors and keyboard programmers for involvement in any project, production, media agreement, or space rental.

Participate in budgeting, executing, and managing expense reports for productions; budgets ranging from \$10k - \$2 million.

Plan and facilitate Planning Meeting with senior leadership; manage minutes and presentation materials .

Oversee the Production Administration Office activity, supplies, and events; manage the Production Office Assistant

Associate to the Production Executive, January 2020 – August 2021

Assistant to the Production Executive, June 2018 – December 2019

EDUCATION & PROFESSIONAL DEVELOPMENT

Bachelor of Arts: Directing, Conservatory of Theatre Arts at Webster University (St. Louis, MO), June 2017

- Magna Cum Laude, Departmental Honors, Semester Abroad in Vienna Austria (Fall 2016)

Internships

Artistic Intern, Manhattan Theatre Club: Fall 2017. Supervisors: Nicki Hunter/Steve Kaus

Artistic Intern, New York City Encores! Off – Center: Summer 2017. Supervisor: Michael Friedman

Production Intern, Shakespeare in the Park/Public Theater: Summer 2016. Supervisor: Barry Stagg

Trainings

Collaboration: Reloaded. Oskar Eustis & Suzan-Lori Parks, NYU Tisch MFA Program, Fall 2023

Anti-Racist Theatre: A Foundational 6 Hour Course. Nicole Brewer/ArtEquity

Finding the Keys: Antiracist Approaches to Radical Recruitment in Arts. Sharifa Johka/ArtEquity

2017 Director's Lab Participant. Director's Lab Chicago

6 Hour Devising Intensive. Frantic Assembly/The Drama League

8 Week Adaptation Intensive. Teatro Buendia

SELECT DIRECTING

Production

All Thumbs, Itchy, Intervention.....

*Off-Top Presents...**

The Drowsy Chaperone

Bare: A Pop Opera

*Bigger? Sugar? Figure?**

Hair

*Alien at the Airport**

*Rooftop Trilogy**

Rhinoceros

The Trojan Women

Workshop/Reading

*Queen of Time**

*Empacy**

Unadjusted

*Dead Meat**

Assistant Director

Driving Miss Daisy

Angel Street

Julius Caesar

Disgraced

King John

The Glass Menagerie

Big Love

Playwright

Aaron Loeb, Jacob Marx Rice

Adi Eshman

Martin, McKellar

Intrabartolo, Hartmere

Adi Eshman

Rado,Ragni, MacDermot

Sharece Sellem

Marlene Fanta Shyer

Eugene Ionesco

Ellen McLaughlin

Playwright

Ashley Lauren Rogers

Adi Eshman

Tori Lassman

Paige Zubel

Director

Kenn McLaughlin

Jenn Thompson

Joanna Battles

Seth Gordon

Rick Barbour

Paul Mason Barnes

Jef Awada

Company

NYU Atlantic Acting One Acts

New Ohio Theatre

Stevens Institute of Technology

Westchester Sandbox Theatre

Off-Top/The Tank

Westchester Sandbox Theatre

Kraine Theater

Gallery Players

Webster Conservatory

Webster Conservatory

Company

Breaking the Binary Theater

Columbia University

After School Special

Hudson Guild Theatre

Company

Stages Repertory Theatre

Repertory Theatre St. Louis

Shakespeare Festival St. Louis

Repertory Theatre St. Louis

Great River Shakespeare Festival

Great River Shakespeare Festival

Havana Theatre Festival

RELATED EXPERIENCE

Reader

Fall 2023 Reading Festival

Breaking the Binary Theater

Dramaturg

Disgraced

Repertory Theatre of St. Louis

Playwright

The Grind

BRIEFS LGBT Play Festival

SKILLS

Highly proficient in Microsoft, Apple, and Google suites - highly proficient in AirTable - valid drivers license - houseplant specialist

REFERENCES

Ruth Sternberg (she/her)

Production Executive, Public Theater
2008 - 2023

ruthsternberg@gmail.com

Chiara Klein (she/her)

Director of Producing and Artistic
Planning, Public Theater

cklein@publictheater.org

George Strus (they/them)

Founding Artistic Director, Breaking the
Binary Theater

george@btb-nyc.com