

SARAH COSTIGAN

Producer, Production Manager, Stage Manager
(281) 928-0988 | sarah.costigan@gmail.com | [LinkedIn](#) | [IMDb](#)

PROFESSIONAL EXPERIENCE

Producer (Freelance | Los Angeles, CA (October 2022 - Present)

- Seeks new and innovative stories that leave an impact.
- Manages budget (\$15 - \$20K). Writes grant applications and organizes outreach to potential partners and/or donors.
- Coordinates filming location and organizes rental pickup and transportation for cast and crew. As a producer on micro-budget shorts, I happily fill in wherever needed and solves any problems as they arise. Credits include *Rehearsal* and *High School Dies Hard*.

***America's Got Talent* (Fremantle Media) | Pasadena, CA (March 2025)**

Judge's Production Assistant

- Supports Simon Cowell, Mel B, Sofia Vergara, and Howie Mandel with any and all needs throughout the day.
- Day to day tasks include running errands, ensuring comfort of judges between takes, and communicating with other departments such as reality/wardrobe.

***Botched* (Evolution Media) | Los Angeles, CA (Summer 2022)**

Office Production Assistant

- Assisted producers and production coordinators with organizing field equipment and prepared kits for production.
- Transported set pieces and set up camera and lighting equipment at the filming location.
- Ran errands pertaining to office management and pre-production materials.

Underground Film | Los Angeles, CA (Spring 2024)

Intern

- Supported the production company by covering the desk for producer and CEO Trevor Engelson.
- Worked as a script reader; delivered constructive feedback for sitcom pilots, hour-long episodes, and feature films.
- Provided technical and logistical feedback for scripts as well as creative notes, resulting in a well-rounded idea of what the production would look like if greenlit.

USC School of Dramatic Arts Events | Los Angeles, CA (January 2022 - Present)

Head Events Assistant

- Arranges school-wide events such as commencement ceremonies, alumni reunions, film screenings, luncheons, and awards banquets.
- Organizes attendees, manages staff, and communicates with donors and faculty. Assists in organizing talent such as guest speakers and live performances.
- Point of contact for rental companies and venues for events with upwards of 500 guests.

Trojan Vision | Los Angeles, CA (Fall 2023)

Associate Producer & Lighting Designer

- Developed and produced a pilot for an original Game Show titled *Campus Crush*.
- Sourced contestants from the University of Southern California and organized rehearsals with stand-in contestants.
- Utilized stock equipment to create an original lighting design for the show; created multiple looks for each phase of the game.

Musical Theatre Repertory | Los Angeles, CA (October 2022 - December 2024)

Production Manager

- Head of all communication with school administration including venue contracts.
- Formulated budgets for full length musicals totaling upwards of \$6,000
- Onboarded design team, creative team, orchestra pit, and cast.
- Created calendars and scheduled for a team of 40+ creatives. Scheduled the load in of a full set, lighting plot, speaker plot, costumes, and props.

Production Stage Manager (Freelance) | Los Angeles, CA (May 2022-Present)

- Stage manages live productions including musicals, plays, operas, and immersive/experimental pieces.
- Has worked on original contemporary productions such as *American Whore Story* (AWS Entertainment Group), *Super Duper* (Ghost Road Company), *Untitled Baby Play* (IAMA Theatre Company), and more.

EDUCATION

The University of Southern California

BFA Stage Management, Minor in Cinematic Arts
Expected Graduation Date: May 2025

SKILLS

Strong leader, problem solver, detail oriented, team player, fast learner, adaptable, organized. Proficient in Microsoft office. Experienced in Avid, scenic design, lighting design, sound design, and costume design, directing, acting, and dramaturgy. Intermediate knowledge of ETC system.