



Production Studio – Shop Foreman

10.30.25

Job Description

ABOUT BMP

B Morrow Productions is a creative and production firm located in the Theme Park Design District of Orlando, Florida. Representing a new methodology of how creative work is developed with a unique collaborative approach between clients and the talents of BMP. Considered an entrepreneurial, fast paced and creatively driven studio BMP offers considerable room for personal and professional growth for studio talent (we don't use terms like employees and team members...you are the talent). With clients around the globe in various market sectors including theme parks, zoos, live entertainment, resorts, and educational experiences; the BMP team always has a wide variety of projects to dive into providing growth and ownership into project development.

BMP was founded on the belief of creating a safe, equal, and creative space for creators and makers. We believe in an inclusionary group of talents will not only create better for our clients but represent the full audience we are designing for. IDEA (inclusion, diversity, equality, and accessibility) are our design beliefs not only for our clients but for our studio. At BMP your complete, unique, and wonderfully talented whole-self can come to the studio each day, or sometimes work at home, to create and make amazing spaces and experiences.

BMP is also uniquely a 100% LGBTQ+ owned and operated business as certified by the NGLCC.

YOUR ROLE

As the **Production Studio – Shop Foreman**, you will be responsible for leading the talent and work flow in the fabrication studio. This includes and is not limited to the Scenic Fabricator, Carpenter, and Décor teams. As the Production Studio Shop Foreman, you will have leadership oversight of all projects assigned to the production studio to ensure creative and design intent are being met. Your creative and technical guidance and daily direction of all active projects in the studio will ensure the team is focused, meeting or exceeding project timelines, and maximizing the overall quality of the final product. You will also be the point person for the Design Studio team to communicate project design change orders, art direction requirements and adjustments, as well as having collaborative discussions to bring the project to fruition.

Although your main directive will be to lead the Production Studio's output and manage work flow, work order completion and hours assigned work product there may be times that you will



be working hands on in the Production Studio leadership, Producers and Production Coordinators, to assemble, set dress, and install key show set pieces and décor for projects nationwide. This includes but is not limited to Theme Park Attraction Props, Halloween and Christmas show sets, and other attraction projects.

Additionally, your active participation and fostering an environment of continued growth and development to the talent that report to you, will play an instrumental role as we continue to grow the company and elevate our creative services and product output. You will also be a leader in maintaining a well-organized production studio facility and ensure safety adherence in the workplace.

Furthermore, you will also have the opportunity to work on highly confidential projects for our clients in the resort and theme park industries. Your ability to keep our clients' secrets safe is key.

RESPONSIBILITIES

FABRICATION MANAGEMENT – 75% OF TIME

- Be the leader and single point of contact for all fabrication in the Production Studio to include being the liaison between the Production Studio and Design Studio to ensure projects are moving forward as planned and designed.
- Interpret design drawings, blueprints, and build specs.
- Be fiscally aware and execute cost management strategies and labor optimization of projects in the Production Studio with an emphasis on the fabrication and creation side of our business.
- Management and oversight of the work order flow and adherence to assigned available hours for work orders
- Assign tasks to talent based on skill sets and project timelines.
- Adjust workflows to meet evolving project demands.
- Direct leadership of 3 shop leads: Carpentry, Scenic and Decor.
- Maintain open communication and collaborate with Production Studio leadership team on labor optimization and workflow efficiencies.
- Manage cross-trade coordination between all disciplines within the production studio.
- Lead quality control and overall direction of the creative fabrication and production craftsmanship. Inspect builds for accuracy, finish quality, and structural integrity.
- Flag design conflicts or feasibility issues early and propose solutions.
- Coordinate with project managers, fabrication director, and logistics teams to align on timelines and deliverables.
- Communicate build status, risks, and needs in clear, actionable terms.
- Support load-in/load-out planning and on-site installation.



- Monitor material usage and reorder supplies to support material budgets and prevent lost production time.
- Oversee maintenance of tools, machinery, and fabrication stations.
- Contribute to postmortem reviews and process improvement initiatives.
- Assist in developing SOPs and fabrication standards.

TALENT MANAGEMENT – 15% OF TIME

- Mentor, guide, and support the Production Studio talent to increase and enhance their skills through training sessions, coaching and growth development, as well as fabrication oversight.
- Lead daily shop meetings to align Scenic Fabricators, Carpenters, and Décor teams on goals, safety, and priorities to ensure they have clear direction on daily tasks and meet their daily production and labor goals.
- Plan, develop, maintain and execute production schedules to optimize workflow and reduce bottlenecks.
- Track progress against production schedules and adjust resources as needed.
- Collaborate with the Production Studio leadership, to align projects with daily deliverables, weekly schedules, required supplies for fabrication, and talent group meetings.
- Ensure all fabricated elements meet creative intent and client expectations.
- Document build notes and lessons learned for future reference.
- Must be able to understand and use various tools, ladders, pallet jacks, and equipment and train talent as well.

SAFETY AND FACILITY MANAGEMENT – 10% OF TIME

- Lead by example on all safety aspects in the Production Studio. Administer and adhere to all safety processes and standard operating procedures.
- Collaborate with the Production Studio leadership team to identify safety opportunities and develop standard operating procedures.
- Must be OSHA 30 certified. BMP will coordinate and cover the cost for training to meet BMP leadership safety requirements.
- Enforce OSHA and studio-specific safety protocols.
- Maintain a clean, organized, and hazard-free workspaces.
- Ensure effective and safe use of all warehouse equipment including carpentry tools, CNC machine, spray booth, and all hand tools.



MISCELLANEOUS

- Must be able to climb ladders up to 12' tall, use simple hand tools, and lift materials up to 50 lbs.
- Must be flexible regarding your work schedule as fabrication timelines and installations may occur in the late evening or the early morning hours outside of business operating hours.
- Ability to travel occasionally to different work sites, including flights and overnight stays.
- Must have a valid driver's license and /or access to dependable transportation.
- Support various project teams, the BMP studio staff, and other duties as assigned.
- ALWAYS share the BMP studio spirit with others, internal and external.
- Maintain confidentiality of all information and projects shared with in the studio.

QUALIFICATIONS

- 7 years minimum leadership experience in related field and responsibilities.
- Proficient in art direction and active knowledge with prop and décor projects from theater, theme park, or other previous life experiences.
- A passion for mentoring talent and prioritizing their growth and development.
- Self-directed, extremely meticulous and organized, with an ability to manage high levels of detail across multiple projects.
- Ability to prioritize tasks when given clearly defined goals and objectives.
- Comfortable with client-facing meetings and working with a team.
- Exceptional verbal and written communication skills.
- Proficient in Microsoft Suite and Adobe Suite software.
- Excited to work in a highly creative and fast-paced environment while maintaining a creative, curious, and innovating mindset.

COMPENSATION PACKAGE

Job Title:	Production Studio Shop Foreman
Compensation:	\$70,000 + / commensurate with experience
Paid Vacation:	8 days paid holidays 5 days paid BMP wellness week Unlimited PTO
401k Plan:	Health Care: Access to health care plan, dental & vision Eligible at 6 months post hire date, 100% match up to 3%
Paid Sick Time:	Accrued at 1 hour/week
Talent Experience Fund:	\$250/yr. Reimbursement
Phone Stipend	\$50/month



ACCOMMODATION

If you require accommodation in completing this application, interviewing, completing any pre-employment testing or otherwise participating in the talent selection process please direct your inquiries to talent@bmorrowproductions.com