

**CREATIVE SKILLSET FILM TRAINEE** // FULL, CLEAN UK DRIVING LICENCE + CAR // Driver in the over 25 category  
Child Safeguarding Level 2 // DBS checked

## SKILL SUMMARY

I'm an enthusiastic, quick thinker looking for opportunities to work as a Floor Runner in TV and film. Following my degree, I worked full-time at the charity Signal Film & Media obtaining technical filmmaking and management capabilities. For 3 years I worked with a small team to produce corporate films, whilst also managing multiple projects within a year-round programme of film and media activities. My recent traineeship on the feature 'Calibre' broadened my resilience, flexibility, resourcefulness and clear communication.

## RELEVANT SKILLS

Excellent IT Skills	Excel spreadsheets	Adobe Suite CC	Editing (Premiere Pro)
Cash handling	Graphic design	Google Docs	Photography
Long distance driving	Highrise Database	Basecamp	Camera operating

## RELEVANT EXPERIENCE

<b>'CALIBRE'</b> (Feature Film)	<b>Trainee Office Production Assistant</b>	Wellington Films Line Producer – Wendy Griffin PM – Anna Purkis	Oct-Dec 2016
<b>'Swallows and Amazons'</b> (Feature Film)	<b>Trainee Art Dep Runner</b>	BBC Films Line Producer – Danny Gulliver PM- Erin Duffy	July 2015
<b>'Greg's Story', 'Sarah's Story', 'Steve's Story'</b> (Short web promos)	<b>Runner</b>	Wellington Films PM: Anna Griffin	March 2014

## TECHNICAL EXPERIENCE

<b>'Til Forever'</b> (Short)	<b>Camera Assistant</b>	Jack in the Box Productions Producer Jed Tune	Aug 2016
<b>Lakeland Arts</b> (Commission)	<b>Camera Operator</b>	Produced a short film for client's website	July 2016
<b>Dong Energy</b> (Commission)	<b>Camera Operator</b>	Produced an induction film for Walney offshore wind-farms	May 2016
<b>Cumbria Headstart</b> (Commission)	<b>Camera Operator &amp; Editor</b>	Produced 7 short films to promote a countywide mental health programme	May – Sept 2016
<b>Abandon Normal Devices</b> (Commission)	<b>Camera Operator &amp; Editor</b>	A behind the scenes documentary film produced for the AND arts website	June 2015
<b>Get it Loud in Libraries</b> (Commission)	<b>Camera Operator &amp; Editor</b>	Interviewing singer/ songwriter Frank Turner in a behind the scenes film for GILIL	Aug 2014
<b>Furness Enterprise</b> (Commission)	<b>Camera Operator &amp; Editor</b>	Produced 10 short films recording business ventures of young people.	2014

## SHORT FILM EXPERIENCE AT SIGNAL FILM & MEDIA

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<b>'Offline in Barrow'</b> (Film Training Short)	<b>Production Coordinator (Mentor)</b>	Signal Film & Media Line Producer – Loren Slater PM – Rebecca Allen-Cavanagh	June 2016
<b>'If England'</b> (Film Training Short)	<b>Camera Assistant</b>	Signal Film & Media Line Producer – Loren Slater	March 2016
<b>'Welcome to Ravenscroft High'</b> (Film Training Short)	<b>Production Manager (Mentor)</b>	Signal Film & Media Line Producer – Loren Slater	Nov 2015
<b>'Autumn Veil'</b> (Film Training Short)	<b>Production Coordinator (Mentor)</b>	Signal Film and Media Line Producer – Loren Slater	Nov 2014

## PROJECT MANAGEMENT EXPERIENCE AT SIGNAL FILM & MEDIA

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2017	<b>Arts Council Project 'Lost Stations'</b>	Planning and managing artist-led workshops, talks, trips, commissions and residencies
2015- 2017	<b>BFI Film Academy</b>	National film training initiative for young filmmakers guided by industry professionals. Signal's flagship project. - Recruit the best young filmmakers from Cumbria/North Lancs - Production and dissemination of marketing materials - Schedule staff, activities and deliver film production workshops - Liaise with kit lenders, local authorities, insurance companies - Complete child actor licensing applications - Risk assessments including Safety maps of shoot location - Liaising with location landowners - Managed the crew, agreed fees and designed crew contracts - 8,000 word reports
2016	<b>#Not Without Me Carnegie Trust</b>	Managed and devised digital media skills training and short film productions for young people in the care system, to aid them in their future independence.
2016	<b>Random Acts North</b>	Recruit young people to take part in free workshops to create stunning short films with the potential to be screened on TV.
2016	<b>Into Film</b>	Managed and led film and animation projects aimed to enhance school children's experience with film.
2014 – 16	<b>BBC Children in Need</b>	Living in a prominently deprived area of England we were awarded funding to make short films with young disadvantaged people during the school holidays.

## TRAINING AND EDUCATION

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June 2015	<b>London Film Academy</b>	Short course: Cinematography: Shooting and Lighting for Film and Digital with Jonathon Harvey
January 2016	<b>MediaCityUK</b>	Short course: Turbo Charging TV and Creative Projects using Social Media, Social TV and Storytelling
Sept 2010 - June 2013	<b>Leeds College of Art</b>	Degree: BA (Hons) Art & Design 1.1 First Class Honours

## REFEREES

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**Wendy Griffin**  
(Line Producer)  
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**Anna Purkis**  
(Production Manager)  
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