

Jane Woods  
Set Decorating &  
Art Department  
Assistant

**Personal information.**

**Mobile:** 07977 263268

**Email:** [janewoods19@hotmail.com](mailto:janewoods19@hotmail.com)

**Instagram:** @janewoodsdesign

**Bases:** North, North East & West, London

**Relocate:** Yes

**Full clean driving licence - own car.**

**Portfolio Link: [Click Here](#)**

Successful career spanning over 15 years in Visual Merchandising, Interior design & photographic styling. Working closely with Photographers on photo shoots & with Interior Designers, Architects & multidisciplines on various projects. Styling, set decorating & dressing, window installations. Prop buying, design & makes. Film, TV, magazine & retail.

**Skills**

SketchUp Pro - beginners level.

Floristry & upholstery.

Organised in project & team management, logistics, budgeting & petty cash handling.

Knowledge of prop houses & prop sourcing.

Mood board creation & illustrated visuals.

Research work.

**Freelance work**

**OCT. 2025 - Set Dresser - The Repair Shop - Ricochet, Brighton**

Dress sets at Weald & Down Museum for the Christmas 2025 episode of The Repair Shop. Work with Art Directors follow a design plan - arrange & place props & decorative items to create the visual environment & achieve the production's aesthetic vision.

**2024 - 2025 - Outreach work - British Film Designers Guild**

Researching & contacting potential sponsors for the 14th Production Design Awards Ceremony & for British Film Designers Guild memberships.

**2021 - 2022 - TV Set Design Assistant - Ideal Shopping Direct TV, Peterborough**

Work on live TV sets, promotions & commercials. Set dressing, decoration, installations & strikes. Prop making, sourcing, decoration & interior styling.

**2020 - 2021 - Assistant Set Designer - Shot Positiv**

Read through scripts, research, source, purchase & hire props. Design & create props. Work with the Production Designer regarding budgets. Submit budgets for approval.

**Courses, Education & Training**

**Screen Skills Trainee Finder 2025/26**

**Mission Accomplished.**

**Talking Point Film Training UK.**

**ScreenSkills Mentoring Programme.**

**Mentoring mood board project.**

**City & Guilds Soft Furnishing**

**NVQ 3 - 'A' level - Interior Design.**

Art Department.

Principals Of Departmental Budgeting.

Art Department courses - various.

Kevin Woodhouse, Art Director.

Anita Gupta, Set Decorator.

Merit/credit.

Distinction

References available on request. CV & portfolio may be kept on file & distributed for employment purposes.