




**DONNA M SLADEN**  
**RUNNER / PRODUCTION ASSISTANT**  
**NORTH WEST BASED**

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 donnamsladen

I'm a ScreenSkills alumni striving for a career in Children's TV. I've held a full UK clean driving licence for more than 17 years, have experience of working in the office, in studio and on location and ready and raring to take on the next challenge so I may continue to bring my passion and enthusiasm for television.

**PROFESSIONAL EXPERIENCE**

**Covid-19 Production Assistant** **July 20 - Present**

**Production Runner** **Nov 19 - July 20**

**Viacom International Studios UK - Nickelodeon Goldie's Oldies, Series 1**

Line Producer - Sam Ferguson | Production Coordinator - Jasmine O'Donnell-Hewitt

**Floor Runner (Daily)** **Nov 19**

**Big Talk Productions Ltd - Nefertiti, Pilot (TV Comedy Series) script & teaser commission for Channel 4**

- Escorting Cast and SA's to and from Costume and Make-Up dept'. • Contributor release forms. • Talkback.
- 1<sup>st</sup> Assistant Director - Richard Harris | Production Coordinator - Ben Mansley

**Floor Runner/Production Runner (Daily)** **Oct 19 - Nov 19**

**Calamity Films - Sky One Brassic, Series 2**

- Assisting the AD's and EPK/Stills publicity team on set. • Escorting Cast and SA's to Costume and Make-Up.
  - Talkback. • Printing scripts, call sheets and sides. • Updating travel/accommodation log. • Daily rushes run.
- 2<sup>nd</sup> Assistant Director - Ben Szoradi | Production Coordinator - Dayna Baptie

**Production Runner (Daily)** **Sept 19 - Oct 19**

**Channel X - CBBC So Awkward, Series 6**

- Office Administration. • Assisting with Production Office de-rig. • Organising final couriers and collections.
- Production Coordinator | Jasmine O'Donnell-Hewitt | 07818 290 738

**Production Runner (Stepped up to Production Secretary 2<sup>nd</sup> – 13<sup>th</sup> Sept)** **June 19 - Sept 19**

**BBC Children's Productions Ltd - CBBC/Netflix Get Even, Series 1**

- Office Administration. • Driving executives. • Sourcing suitable Prop Store site. • Setting up meeting rooms.
  - Daily rushes run. • Managing personal float and expenses. • Booking cast/crew travel and accommodation.
- Line Producer - Kate Larking | Production Coordinator - Dayna Baptie

**Production Runner (Stepped up to Production Secretary 13<sup>th</sup> – 24<sup>th</sup> July)** **March 19 - May 19**

**Chalkboard TV - Channel 5 Cold Call**

- Office Administration. • Driving execs to various locations. • Ordering consumables. • Setting up meeting rooms, including 'Readthrough' venue. • Daily rushes run. • Booking travel/accommodation for cast and crew.
- Line Producer - Steven Ross | Production Coordinator - Rob Yeomans

**Production Runner** **Sept 18 - Nov 18**

**BBC Children's Productions Ltd - CBBC Creeped Out, Series 2**

- Office Administration. • Assisting the AD team with casting. • Driving executives to various locations. • Daily rushes run. • Stepping into the role of Floor Runner and Location Assistant as and when required. • Talkback.
- Line Producer - Kate Larking | Production Coordinator - Jenni Marques

## Event Runner

Sept 19

### BBC Radio 2 - All Star Party 2019

- Manning the venue's accreditation desk.
- Welcoming artists & crew.
- Distributing wristbands & lanyards.

## Day Runner (Producers & Judges Tour)

Nov 16 - Feb 19

### FremantleMedia UK - ITV Britain's Got Talent, Series 11/12/13

- Registering contestants.
- Contributor release forms.
- Crowd control duties.
- Live Logging.
- Talkback.

## Location Runner

Dec 18

### Transparent TV - Observational documentary series for Channel 5

- Working day/night shifts.
- Driving a 9-seater to various locations.
- Charging and labelling walkies.
- Rushes.

## Location Runner

July 18

### Viacom International Studios UK - MTV Re-Freshers Week

- Driving Talent, including the presenter, cast & crew.
- Driving multiple SUVs.
- Contributor release forms.

## Junior Casting Researcher

Feb 18 - April 18

### ITV Entertainment - The Jeremy Kyle Show

- Working alongside producers to source programme contributors.
- Pre-interviewing guests to fully prepare them for Jeremy's straight-talking approach.
- Completing all relevant pre and post-production paperwork.

## OTHER EMPLOYMENT

### Health & Fitness Manager

2009 - 2012

#### Fitness First Ltd

- Directly responsible for smooth running of the gym floor.
- To plan/organise staff rotas.
- To manage fitness budget through club P&L.
- Assist in the rehab' of ex-offenders.
- Promote club m'ships and gym/studio hire.

## ACHIEVEMENTS

- The Robert Beers Memorial Award for Outstanding Achievement
- Selected to work as the Press Officer for a UCLan film project in New York
- Fast-tracked into ITV Insight after being part of the joint ITV/UCLan 'Soap in a Week' project
- Awarded a place in the BBC Journalism Talent Pool
- Worked overseas in Brooklyn, NYC.

## FURTHER TRAINING

- Floor Runners Bootcamp
- Emergency First Aid at Work & MHFA
- Fire Safety for Fire Marshalls (RQF)

## EDUCATION

University of Central Lancashire

2.1 | BA (Hons) Journalism

The Manchester College

Distinction | English, Writing & Media

## REFERENCES

Sam Ferguson

[sam\\_fergie@icloud.com](mailto:sam_fergie@icloud.com)

Line Producer | Goldie's Oldies, S1

07973 884 638

Kate Larking

[kate@larking.co.uk](mailto:kate@larking.co.uk)

Line Producer | CBBC Get Even, S1

07970 105 594

Jasmine O-Donnell-Hewitt

Production Coordinator | Goldie's Oldies, S1

07818 290 738

Dayna Baptie

Production Coordinator | CBBC Get Even, S1

07783 885 985