

# LAUREN LEE BIRCH

Junior Researcher | London, Bristol, Midlands  
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## Skills

- UK Driving Licence (25+)
- DBS checked / First Aid trained
- Experience with contributors
- Live Logging (Timecode+)
- Proficient in Adobe Suite
- Covid protocols on location

## Employment

Junior Researcher	Gogglebox   Studio Lambert	Feb - May 2021
Logger	Celebs Go Dating   Lime Pictures	Nov - Dec 2020
Location Runner	Dogs Behaving (Very) Badly   Avalon	Oct - Nov 2020
	<ul style="list-style-type: none"><li>• Assisting PD, AP and talent on location..</li><li>• Handling release forms, petty cash, looking after contributors and their pets.</li></ul>	
Runner	Can I Improve My Memory?   Avalon	Oct 2020
Casting Runner	The Great Christmas Bake Off   Love Productions	Sept 2020
Casting Runner	Celebrity Bake Off for SU2C   Love Productions	Aug - Sept 2020
	<ul style="list-style-type: none"><li>• Assisted celebrity contributors on location.</li><li>• Liaising with Floor Manager to get talent to set.</li></ul>	
Junior Researcher	Junior Bake Off   Love Productions	Aug 2020
	<ul style="list-style-type: none"><li>• Provided support for junior bakers and their families whilst living on location.</li><li>• Recorded daily mood logs and welfare reports.</li></ul>	
Food Runner	The Great British Bake Off   Love Productions	June - Aug 2020
	<ul style="list-style-type: none"><li>• Trained in Food Hygiene and Safety to further assist the home-ec team and food researchers.</li><li>• Working on location, helping maintain a Covid-free environment..</li><li>• Assisting contributors during their practice hours, helping with equipment and ingredients.</li></ul>	
Food Runner	Bake Off: The Professionals   Love Productions	Jan - Mar 2020
	<ul style="list-style-type: none"><li>• Assisting the home-ec team, crew and contributors.</li><li>• Organising and locating equipment on location, liaising with casting researchers and contributors.</li></ul>	
Runner	Little Mix: The Search   Modest TV	Dec 2019
Studio Runner	The X Factor: The Band   Thames TV	Dec 2019
Crew/Art Runner	The Great Pottery Throw Down   Love Productions	Sept - Nov 2019
	<ul style="list-style-type: none"><li>• Assisting the Art Department during RIG, filming and DE-RIG. Painting, decorating, creating props, set dressing.</li><li>• Assisting crew, production and contributors on location for 10 x 60 min episodes.</li><li>• Driving talent, crew and contributors, cash handling, collecting orders for equipment, art and production.</li></ul>	
Location Runner	The Truth About Cosmetic Treatments   BBC	July 2019
Runner / Driver	Can You Kick It   BBC	June - July 2019
Runner	Football Index   Koala TV	June 2019
Runner	The Voice 2020   ITV	June 2019
Runner / Driver	GP's Behind Closed Doors   Knickerbockerglory TV	April - May 2019

## Other Experience

- |   |                              |                               |
|---|------------------------------|-------------------------------|
| <b>The Network Scheme</b>   | <b>Edinburgh TV Festival</b> | <b>August 2019</b>            |
| <ul style="list-style-type: none"><li>I was a delegate for The Network 2019 Scheme in Edinburgh. I worked closely with Barcroft TV to create a short documentary.</li></ul>   |                              |                               |
| <b>Assistant Creative Director</b>  | <b>Forward For Ltd</b>       | <b>May 2013 - August 2019</b> |
| <ul style="list-style-type: none"><li>Directing and managing digital media projects including video production, game development, animation and graphic design. Managing the team, clients and project development from beginning to end. Working in 3DS Max, Photoshop, Premiere, After Effects and traditional art. Also running the office, handling emails, phone calls and general management of the team.</li></ul> |                              |                               |
| <b>Runner</b>   | <b>BE Festival</b>           | <b>June &amp; July 2019</b>   |
| <ul style="list-style-type: none"><li>Setting up the location for BE fest; heavy lifting, decorating, helping with sound and lighting. Runner during BE Festival week, assisting artists during their performances and crew throughout.</li></ul>   |                              |                               |
| <b>Volunteer</b>  | <b>JDRF Midlands</b>         | <b>July 2016 - July 2019</b>  |
| <ul style="list-style-type: none"><li>Photography and videography for JDRF events. Also helping out with marshalling, running stalls and large crowds.</li></ul>  |                              |                               |

## Education

Emergency First Aid (in the workplace)		2021
Coronavirus Basic Awareness on Production	Screenskills	2020
Level 2 Food Hygiene & Safety	HS Training	2020
Fire Safety	ITV Course	2019
Managing People, Bullying & Harassment, Equality & Diversity	ACAS	2017
Level 3 Apprenticeship in Creative and Digital Media	Stourbridge College	2013
Level 2 Qualification in Animation	Stourbridge College	2012
A Level Media Studies, English Language, Fine Art	Erasmus Darwin Academy	2011
BTEC Media Studies	Lichfield College	2009

## References

(contact details available on request)

Jen Chandler	Junior Production Manager - Celebs Go Dating	Lime Pictures
Amy Panesar	Production Manager - The Great British Bake Off	Love Productions