

Martha Orchard

**Production Assistant/Runner
Editor/Research**

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Nationality: British & American

PROFESSIONAL/WORK EXPERIENCE

Video Editor at Preston Street Films, Exeter, 2021-present on a freelance basis

As an Editor, Researcher, and Production Assistant for a documentary film and branded content production company, my responsibilities encompass:

- Edit short branded documentaries using Adobe Premiere Pro from inception to completion, involving media ingestion, organisation, and ensuring a seamless workflow.
- Craft compelling narratives that align with clients' objectives, from initial concept to final product, through adept story shaping.
- Oversee the entire editing process, from rough cuts to final edits, while curating music, archival footage, recordings, and sound effects, and conducting sound mixing and colour correction for highest quality end results.
- Maintain open lines of communication with clients, sharing rough cuts, and incorporating their feedback to refine the final product.
- Conduct extensive research in sound and visual archives, ensuring factual accuracy and aesthetic alignment with project requirements, while also managing copyright considerations.
- Script content, manage social media channels, and coordinate with collaborators and interviewees, utilising project spreadsheets to track contacts and film data.
- Collaborate closely within a small team, fostering effective communication and incorporating constructive feedback into editing processes.

Production Assistant, Vice Media, 2021

- Served as a Freelance Production Assistant for Vice Media. I drove the crew to shooting locations around Los Angeles, arranged equipment and meal pick ups, and acted as runner for documentary shoots.
- I acted as assistant producer, exporting/ingesting media, equipment management, expense tracking, and securing release forms from participants.

Freelance Photographer and Videographer, 2016-present

- Engage in freelance assignments encompassing commercial, portrait, and food photography, as well as video editing.
- Specialise in shooting and editing music videos, and providing photography services for a food delivery app, including visiting restaurants, capturing images, and post-processing.
- Maintain regular communication with restaurant partners to ensure alignment with their branding and expectations.

EDUCATION

University of California at Santa Cruz, MFA in Social Documentation, 2019

Documentary filmmaking practice and theory.

University of Sussex, BA, 2012

Sociology degree focusing on gender, race and subculture.