

KARA WILSON

RUNNER

GDPR Statement: This CV may be kept on file and distributed for employment purposes.

A recent Rushes Runner on the BBC Comedy series Break Clause, with prior experience as a Production Assistant on a feature film and a Screen Yorkshire Beyond Brontës 2024 Trainee. I am a dedicated and motivated individual with a strong ability to collaborate effectively within teams or independently, and I also thrive within fast-paced environments. I am eager to advance within this industry and take the next steps to progress to this position. With a passion for photography, you will regularly find me admiring my surroundings and capturing the world. My photography can be viewed here: kara.wilsonphotography.

CONTACT

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📍 Pontefract, UK
Willing to Travel

SKILLS

- Full Clean Driving Licence, age 25 / Own Car
- Teamwork
- Time Management
- Effective Communication
- Equipment Handling
- Cash Handling
- Working long unsociable hours
- Experience using cameras (Sony fs7) and editing for social media platforms

CERTIFICATES

**Albert Sustainability Workshop:
Television Production**
10/2025

EDUCATION

Teesside University
2018 - 2021
2:1 Film and Television Production

Academy @ Ridgewood Trust
2011- 2016
10 GCSE's incl. Maths and English

PROFESSIONAL CREDIT

Break Clause - BBC Comedy - Rushes Runner 09/2025 - 11/2025

- Frequently sent out NDA's to new starting crew, through docusign, and handled private information with the highest confidentiality.
- Liaised with suppliers to organise wrap gifts and distributed to cast and crew. While also effectively using Canva to create the wrap party invitation.
- Created and maintained the Full Unit List, including both main and daily crew
- Contacts made: Louise Lyons (LP), Ashley Scott (PM), Eve Kershaw (POC)

Sirius - FAE - Production Assistant 06/2025 - 09/2025

- Coordinating daily pre-orders for production and producers' lunches and weekly HOD lunch meetings.
- Organising regular water deliveries and monitoring water levels, ensuring to stay well stocked during a hot summer, and also printing and distributing schedules and scripts.
- Maintaining and regularly updating the Additional Log and creating Additional distribution groups, raising POs, and arranging courier services for internal and external deliveries
- Contacts made: Alex Breede (LP), Sascha Zakrewski (PM), and Richard Farr (POC).

Riot Women - Drama Republic/BBC - Rushes Runner 06/2024 - 11/2024

- Daily duties included: Collecting/Transporting Rushes after wrap, Creating an Easy Read Call Sheet, Raising POs, Collecting deliveries, Keeping up-to-date logs, and Distributing schedules/scripts.
- Handled heavy items/props and transported between sets and locations.
- Supported the Production and AD teams daily at the office and base.
- Contacts made: Mike Noble (LP), Ben Mansley (PM), and Qasim Baig (POC).

Sort Your Life Out - Optomen/BBC - Runner 05/2025 - 06/2025
1 week

- Handled a selection of the families belongings, unloading from trucks into the warehouse. Unboxed and organised into specific categories and sections and displayed them for the family to look through.
- Worked with the Art Department, Production, and Runners to get everything unboxed, displayed and back into their house to a tight deadline.
- Alternated working between the set (house) and warehouse.
- Contacts made: Beth Tucker (JPM).

TRAINING

Screen Yorkshire Beyond Brontës: The Mayors Screen Diversity Programme 2024 Cohort

- Learned key industry-specific information, which was vital in my first job.
- Participated in an on-set training exercise as 1st AC and BTS.
- Received mentoring from industry professionals.