

SUMMARY

Experienced team leader with over 10 years of communications experience; Capable of delivering in fast-paced, high-stress environments; Excellent communication and interpersonal skills; Skilled with client relationships; Energetic, well organized, and proactive with a contagious can-do attitude. Currently holds active Secret Clearance.

EXPERIENCE

Senior Communications Advisor, Barbaricum; Ft. Leavenworth, KS — 2008-Present

Established proven record of strategic counsel enhancing the LD&E communication effort; Identified and profiled client's key stakeholders and target audiences and worked cross-functionally to translate key themes and messages into focused communication products; Developed, wrote, and prepared speeches for the Commander and other senior leaders; Provided guidance for balanced PR, traditional media, and new media communication efforts; Led effort to change Army culture to better leverage video/new media/social media technologies and storytelling techniques and synchronized these initiatives with ongoing internal/external web and print campaign efforts; Conducted client-wide technology review to assess use of emerging technologies and made recommendations for planning their integration; Implemented overarching new media communication strategy; Partnered with other web, operational, and strategy management teams aimed at improving how people collaborate and share information throughout our partnering organizations.

Maintained overall accountability for the development and production of all video, audio, and print campaigns; Developed proposals for story/product ideas on an ongoing basis; Prepared "non-professional" talent for work in organizational products, including on-camera interviews, voice-overs, and photography shoots; Partnered with external print, studio, and media teams and provided support for VIP engagements and interviews; Participated in drafting client proposals and responsible for doubling the scope of work and revenue generated; Hired and supervised new media advisor; Managed all Barbaricum company branding including business card design and printing, website development and design, and other company materials.

Director of Studio Production, Robert Greenwald's Brave New Films; Los Angeles, CA — 2008

Built ultra modern, live new-media television production facility, from concept to completion; Responsible for complete oversight of new broadcast division of company, including budget, planning, facility upgrades, developing workflows, hiring, and training all staff; Saved company over 70% on competitive bids over life of project; Responsible for managing all outside vendors.

Directing supervisor of studio production crew, digital asset coordination, segment timings, live-shot coordination, and floor direction; Worked directly with executive team on resolving conflicts, including resources, scheduling, and crew/equipment capabilities; Served as on-site technical expert across teams; Accountable for all distribution deliverables; Participated in solving all development, creative, and technical challenges.

Post-Production Supervisor, Robert Greenwald's Brave New Films; Los Angeles, CA — 2007-2008

Provided expertise, hands-on coordination, and support to producers, directors, talent, and staff; Promoted a positive team environment through a practiced ability to influence and mentor junior teammates by consistent and effective communication; Delegated project requirements effectively to promote maximum team participation; Facilitated process improvements and provided performance feedback to encourage creativity, independence, and growth in my teammates.

Motivated team of 12 editors, assistant editors, and graphic artists to effectively problem solve and develop solutions organically; Organized and coordinated projects between executive, production, communications and post departments during planning and delivery phases; Managed all Post design and scheduling challenges needs; Strengthened relationships with outside vendors and maintained accountability for all expenditures and budget management; Coordinated all online distribution requirements on Michael Moore's, *Slacker Uprising*.

Executive Producer and Creative Director, Lincoln Group; Baghdad, Iraq — 2006-2007

Produced 24/7 coverage, rapid-reaction news broadcasts in a hostile, emerging environment; Selected, organized, trained, and managed all local field and studio personnel; Managed product development cycle.

Supported Director of Business Development in negotiating multi-million dollar contract proposals; Led brainstorming sessions to re-brand marketing collateral and to build stronger corporate identity; Provided development services for other company operations including: design (broadcast, web, and print), advertising, Satellite TV, AM and FM radio, and regional newspaper editorials.

Lead Creative Trainer, Apple Computers; Annapolis, MD — 2005-2006

Selected by Regional Director out of 1,500 employees to exhibit Apple's cutting-edge, HD video technologies at the National Association of Broadcasters' National Convention; Developed creative teams; Expanded creative training program for East Coast region; Developed ideas/designs for various marketing initiatives; Developed video production networks (XRaid, XServe, and XSan).

Production Manager, Camp La Jolla; La Jolla, CA – Summer 2003

Producer of multimedia operations; Supervised the production, automation, and distribution of all media tasks; Produced media for various internal and external marketing campaigns; DVD production and design; Provided onsite technical support.

Director of Sales, CLC; Gaithersburg, MD – 2001-2002

Directed sales and creative/technical personnel; Trained staff and volunteers on new audio technologies; Researched CD duplication technologies; Edited and mixed digital audio; Developed marketing goals; Submitted budget proposals; Purchased all inventory.

Assistant Casting Director, Carlyn Davis Casting; Washington, DC – 2001

Reported directly to President; Organized and managed auditions; Produced actors for national, regional, and local film, commercial, theatre, and industrial performances; Assistant casting work with *Tuck Everlasting*, two seasons of *Dawson's Creek* and local casting of ABC's *Wife Swap*.

Producer, Freelance; Chicago, IL, Washington, DC – 1999-Present

Producer for various clients: Kansas City Homelessness Task Force, Pat Sajack, Pantera, Tom Hayden, Democratic Presidential Candidate Dal LaMagna, Federal Aviation Administration, Progressive Government, Congressman Jim McDermott, Show Me How Videos; Designed and developed websites; Programmed with Flash and Action Script; Authored HD content; Provided creative and technical consulting services.

EDUCATION

University of Maryland Baltimore County, Baltimore, MD — BA in English: Literature and Writing, 2005 -GPA: 3.7- Cum Laude
Millikin University, Decatur, IL — Candidate for BFA: Acting, 2001

Honors and achievements include: National Orphan Oliver Project Award Winner; Golden Key National Honor Society; National Society of Collegiate Scholars; James Millikin Honors Scholar.

SKILLS

Sound public relations and media sense; Advanced problem solving; Writing: Technical, Copyediting, and Creative (scripting, editorial, web); Adaptive project management; Marketing and sales; Executive assistance, scheduling, and budgeting; Very proficient in Microsoft Word, Excel, and PowerPoint; Typing: 75 wpm; Skilled public speaker.