

# KATIE COLLINS

## PROFILE

I am an experienced live stream technical director, production assistant, and filmmaker seeking a position that will allow me to utilize and refine my skills in the field.

## EDUCATION

FLAGLER COLLEGE

Bachelor of Arts

Major in

MEDIA PRODUCTION

Minor in

FILM STUDIES

Anticipated Graduation Date: 2020

Relevant Coursework:

Media Production I, II, and Thesis

Media Law and Media Ethics

Media Aesthetics

Writing for T.V.

Program Producing

## SKILLS/SOFTWARE

Avid Media Composer (Certified)

Adobe Creative Suite

DaVinci Resolve

Final Cut Pro 7/X

Final Draft

Microsoft Excel

Tri Caster and Black Magic

Livestream Systems

## PROFESSIONAL EXPERIENCE

### CYCLE HERE MEDIA

Saint Augustine, Florida -- Production Assistant  
January 2020 - Present

- Oversee production process by scheduling meetings, shoots, and post-production efforts
- Cultivate relationships with businesses in town and around the state
- Social media audience growth by 500+ due to content

### TAYLOR & DODGE

Cannes, France -- Film Sales Intern  
May 2019 (Cannes Film Festival)

- Assisted with film presentations to distributors
- Received pitches from Producers and created 40+ pitch reports to streamline the decision-making process
- Utilized strong multitasking skills to properly assist each sales representative with their unique pitches
- Cultivated relationships with Producers, Directors, and Distributors due to strong communication skills

### BRILLIANT CONSULTING

Cannes, France -- Event Coordinator Intern  
May 2019 (Cannes Film Festival)

- Assisted event coordinators with the successful follow through of the event plan for high profile parties
- Used keen attention to detail to properly arrange the party space for talent
- Collaborated with security to maintain order and ensure the safety of guests and talent

### RINGHAVER STUDENT CENTER

Saint Augustine, FL -- Building & Event Manager  
August 2018 - September 2020

- Organized the Audio/Visual technology for events serving the Flagler College community (50-500 people per event)
- Provided excellent Customer service to visitors by answering historical questions about the campus as well as event information
- Managed the appearance and cleanliness of the building

### CITY OF PALM COAST PARKS AND RECREATION

Palm Coast, FL -- Marketing Intern  
April 2018 - October 2018

- Assisted City Officials with Social Media campaigns
- Graphic Design (Posters, social graphics, and newsletters)
- Video Creation (Writing, shooting, and editing)
- Photo and video coverage of official City events
- Created strong relationships with community members while working in event operations