

ANDREA BLOOM

www.andreabloom.com

SUMMARY OF QUALIFICATIONS

Producer and Coordinator with a reputation for maintaining strong client relationships and creating compelling videos under tight deadlines. Adept at conceptualizing projects, writing scripts, managing schedules and budgets, coordinating production and vendors, supervising edit sessions, tracking deliverables, researching and licensing.

VIDEO PRODUCTION EXPERIENCE

Producer, WebsEdge, Washington, DC: August 2011 – Present

- Produce and write videos for public and private sector organizations across North America.
- Liaise with clients from development through delivery to craft their visions to the scope of each project.
- Oversee production and post-production by coordinating shoots, managing schedules, supervising edit sessions and tracking costs and deliverables.
- Maintain a vendor database for contractors across North America.

Coordinating Producer, WebsEdge, Washington, DC: January 2011 – July 2011

- Produced an average of four to six web films at one time while coordinating production for up to 15 others.
- Provided leadership in expanding WebsEdge by identifying new production resources and vendors.
- Wrote scripts, field produced, supervised edits, managed budgets and tracked deliverables.

Producer and Writer, VideoTakes, Inc., Arlington, VA: December 2008 – January 2011

- Produced and scripted videos and documentaries for nonprofit, government and independent groups.
- Improved efficiency in scheduling, budgeting and tracking costs through the creation of custom templates.
- Coordinated production and crews, field produced and supervised edit sessions.
- Researched, acquired and licensed footage, still images and music.

Associate Producer, Sapling Pictures, Arlington, VA: September 2008 – November 2008

- Assisted with Discovery Channel promos and interstitials for *MythBusters*, *Deadliest Catch*, *Time Warp* and *Prototype This* by supervising post-production, acquiring stock footage, logging and researching.

Associate Producer, National Park Service, Arlington, VA: July 2007 – May 2008

- Created and managed schedules, recruited interview subjects and coordinated production logistics for shoots around the country in the making of a visitor's center film.
- Logged footage, researched, acquired archival materials, cleared rights and wrote press releases.

OTHER EXPERIENCE

- **Production Intern, World of Wonder Productions, Hollywood, CA:** May 2006 – August 2006
- **Evening News Production Assistant, KVAL-TV, Eugene, OR:** October 2004 – August 2005
- **Production Assistant and Grip, Chambers Productions, Eugene, OR:** June 2004 – September 2004

TECHNICAL SKILLS

- Final Cut Pro, Photoshop, Dreamweaver, Basecamp, Microsoft Office Suite, HTML and CSS editing

EDUCATION

MFA, Film and Electronic Media: American University, Washington, DC

BS *Summa Cum Laude*, Electronic Media Journalism with a Minor in Environmental Studies:

University of Oregon, Eugene, Oregon