

Experience

IP and Development Intern

Los Angeles, CA

Funny Or Die

Sept. 2022 - Dec. 2022

- Created one-pagers and pitch materials for high level collaborators
- Developed coverage for books, scripts, and articles covering true events
- Dispatched weekly newsletters about industry trends and emerging IP
- Organized event check-in for the cast and crew screening of *WEIRD: The Al Yankovic Story*

Animation Development Intern

Remote

Down On Maple Productions

Summer 2022

- Spearheaded original research to find emerging IP fit for animation
- Prepared and scripted pitch decks which would later be used for MTV
- Edited sizzle reels and promotional material for future projects
- Pitched potential projects and provided note-taking during meeting

US Series Development Intern

Remote

Three-Body Universe America

Summer 2021

- Scouted Produced coverage for scripts, books, and other IP
- Conducted industry research for internal databases and writers lists
- Communicated with agencies and talent about licensing inquiries
- Managed calendars and travel logistics during COVID-19

Administrative Assistant

Lowell, MA

MJ Safety Solutions

Jun. 2019-Aug. 2022

- Maintained digital databases and physical documents
- Assisted client needs via phone calls and emails

Off-Broadway Workshop Intern

Falmouth, MA

Cape Cod Theater Project

Summer 2018

- Coordinated box office operations and supply runs
- Tended to high level talent in the greenroom and VIP patrons in the audience

Projects

Writer, Production Designer, Technical Director, and Cast

Boston, MA

The Emerson Channel

Sept. 2020 - Dec. 2021

- Pitched and executed scripts in a writers' room
- Generated call sheets, oversaw budgeting, and synchronized schedules
- Constructed props, sewed puppets, and managed sets
- *EVVY Award Winner: Outstanding Written Comedy Sketch*

At The Movies Radio Show Creator and Host

Ithaca, NY/Boston, MA

VIC Radio (Ithaca) & WECB Radio (Boston)

Sept. 2019 - May 2021

- Curated weekly setlists and organized music databases for movie-based radio show
- Scripted and edited top-of-the-hour advertisement

Education

Emerson College

Boston, MA

BA in Visual Media Arts

Graduating Dec. 2022

Emerson College - Kasteel Well

Well (L), The Netherlands

Study Abroad Semester

Jan. 2022 - Apr. 2022

Skills

Computer: Adobe Suite, Audacity, Canva, Dropbox, Entertainment Partners, Final Draft, G Suite, MS Office, Pro Tools, Social Media Platforms, Studio Binder, SurveyMonkey, WordPress, Zetta, Zoom

Other: Podcast Production, Costume Design, Prop Construction, Improv and Sketch Comedy, Getting Grown Men Lunch