

NICK SMITH

FILM/TV PRODUCER



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Summary

Seasoned Producer with over 12 experience, excelling at managing complex projects from start to finish, and making critical decisions on the fly. My skills will allow me to quickly add value, and contribute to Lumen's success. 5,000+ live studio projects, 200+ studio projects, 24 field projects, 22 live field events, 9 short films, 1 feature film.

Experience

Producer | Production Manager

Freelance

- Oversaw production budgets including expenses, receipts, and petty cash based on projected plans.
- Identified and obtained budget-friendly and stylishly appropriate locations by researching communities, scouting the most promising areas, and speaking with business owners and residents.
- Booked and executed travel, schedule, and paperwork for talent, crew between 3-18, and equipment.
- Fostered open communication by acting as liaison between productions and third parties.
- Established logging and communication system saving days across post production.
- Secured city, county, and state permits for filming elements including: explosives, drone footage, and road closures on private and government land.
- Dressed sets, created props and wardrobe, and filled in for any additional role as necessary.

Manager, Live Field Operations

iFIT

- Production Coordinator > Line Producer > Manager, Live Field Operations
- Owned entire production process from initial concept through post-production for 22 live event broadcasts.
- Improved average live event viewership 30% by reinventing the visual coverage using multiple camera angles.
- Led teams of up to 15 in the field with strong open communication and meticulous attention to upcoming production requirements.
- Developed live broadcasts from 7 classes a weekday to 28, with an additional 7 on Saturdays.
- Generated and submitted expense reports for 5 projects weekly, including processing 35-50 invoices.
- Hired and supervised rotating freelance crew of 30-40.
- Coached and supported 2 Production Coordinators and 8 Production Assistants.
- Expanded freelance crew pool 500% through networking and research.

Production Assistant

Freelance

- Highlights include: Paramount, NBC, CBS, TBS, Hallmark, Food Network, local features and short films

Education

Bachelor's Degree

Weber State University

Electronic Media (radio, television, film) with an emphasis on Entertainment. Graduated with honors.

Expertise

Trello, Monday.com, Adobe Creative Suite, SAP Concur, G Suite, Microsoft Office, iWork, YouTube, Slack, Project Management