

Brittany Dorsey

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Production Assistant

TV and Film Studio Experience / Set and Location Shoots / Pre- and Post-Production Editing

Creative and driven production assistant with experience supporting production teams in all stages of development, pre-production, production, post-production, delivery and marketing of media content. Valued as a competent behind-the-scenes leader ensuring production events are executed smoothly and efficiently.

Technical Skills:

Software: Premiere Pro, After Effects, Final Cut Pro X, MS Office

Equipment: Camera, lighting rigs, jib operator, audio mixers, teleprompters, boom microphones, stabilizer, switchboard operator

Professional Experience

TVWebinars

Studio Engineer, 2017 to Present

Manage technical and administrative tasks, from pre-production to post production, coordinating live to tape and live streaming productions.

- Anticipated needs of clients, prioritizing tasks and ensuring successful execution of all productions.
- Established technical processes involved in television production, including camera, lighting, sound and editing.
- Set up and manage highly engaging content for social media high-quality network of followers on Facebook, Instagram, YouTube and TVWebinar platforms.

City of Gaithersburg / *GTV*

Production Technician, 2008 to 2016

- Operate camera on live and live to tape productions, experience in electronic news gathering (ENG) and electric field productions shoots.
- Directing and operating switch board for live productions
- Crew chief and Floor director, managing a crew with lights and setup of studio.
- Learned fundamentals of field shoots to become a valued member of the team in preparing sound and visual quality, placing mics, running mixers and setting up teleprompter.

Pureland Pictures / *Independent Film Company Toe to Toe Film*

Production Assistant Extras Casting, 2008

Served as a production assistant during "Toe to Toe" filming.

- Perform on-set and off-set duties as asked by the producer, arrange and co-ordinate with extras, Control crowd on the set and ensure shooting does not get disrupted
- Checked copyright and permission issues, Co-ordinated with staff and attended production meetings
- Able to evaluate operational needs and implement strategies that increase productivity, enhance quality, and improve cost effectiveness.
- Assisted actors and crew, issued scripts, provided travel and accommodation booking

Education

Grambling State University | **B.A. in Communications**

Student Athlete Women's Soccer: *All SWAC 2003-2005 Award | All Conference 2003-2005 Award | All Louisiana Select Team 2003 Award*