

# DARBY TAYLOR

Charlotte, NC

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## RELEVANT EXPERIENCE

**Production Assistant, *Artfully Designed* (Ep. 207-214)** – Charlotte, NC

*Sept. 2023 – Dec. 2023*

East Coast Creative, LLC; Magnolia Networks

- Coordinated and maintained craft services inventory
- Consistently went on production runs in a time-efficient manner
- Un/loaded, set up, & broke down equipment alongside camera department
- Assisted with still-image photography, production design, field notes, and various DIT/AC tasks
- Logged & tracked receipts on company credit card

**Video Editing Intern** – Hollywood Insider – Remote

*Dec. 2022 – Mar. 2023*

- Edited 2 weekly videos based on soon-to-be published articles and film premiere interviews using Adobe Premiere Pro
- Compiled footage with motion graphics, transitions, and music to emphasize video themes
- Abided by company's brand guidelines and messages

**Intern** – Producer's Guild of America – Remote

*Jun. 2022 – Aug. 2022*

- Edited and uploaded panel videos of the 2022 Produced by Conference to the PGA YouTube
- Created materials to aid in the p.g.a. mark arbitration process
- Researched documentary films and compiled producer contacts in preparation for the 2023 PGA Awards
- Provided general admin assistance, including database updates, research projects, and member services

**Development Intern** – Temple Hill Entertainment – Los Angeles, CA

*Jun. 2022 – Aug. 2022*

- Learned how to assess new, incoming material by performing formal coverage on 15 feature-length screenplays, TV pilots, and book manuscripts
- Participated in weekly executive meetings to develop better understanding of film and TV landscape
- Called talent agencies to perform availability checks for company research

**Lead Editor & Colorist, "Red Flag"** – Student short film – Athens, GA

*Apr. 2022*

- Synced audio and video, assessed dailies, and assembled rough, fine, and final cuts
- Keyframed red flag animations and sound effects using Adobe After Effects
- Color corrected footage using adjustment layers, filters, and basic correcting on Adobe Premiere Pro
- Adjusted sound design of overall ambience, sound effects, and music

**Senior Production Manager and Director** – Grady Newsource – Athens, GA

*Jan. 2022 – Dec. 2022*

- Directed the weekly live broadcast of Grady Newsource: an on-campus, student-run production
- Coordinated and trained 10-15 technical volunteers and managers each week
- Collaborated with the show's Executive Producer and TV Producer to ensure video packages were submitted on time, show rundowns were created, and anchors were prepared with scripts

## EDUCATION

A.B., University of Georgia, May 2023

**Major:** Entertainment & Media Studies; **Minor:** Design & Media, Film Studies; **Certificate:** New Media Avid Media Composer User and Professional Certifications, April 2023