

Kay Barnes

Creative Artist

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*Eccentric filmmaker & military veteran with over 8 years in the entertainment industry, both in live production and film. Seeking a creative development or production position in a change focused production company or studio, with the goal of eventually transitioning to Creative Lead. Equipped with project based experience in **directing, writing, producing, editing, and many below the line crew positions**. Active memberships with **IATSE, Television Academy, Alliance of Women Directors, Women in Film LA, and Film Independent**. Other experience includes public relations, health care, and software engineering/data analytics.*

Applicable Skills:

*Final Draft *AVID *After Effects
*Project Management *Movie Magic

Experience:

Entangled Butterfly Entertainment

01/2019- present

Director of Development & Post-Production

- Research, proof, and track scripts through development and production.
- Take detailed notes for tone meetings, table reads, writing sessions and other high-profile meetings.
- Organize extensively a studio production calendar.
- Assist in all facets of scripted television: development, production and post-production. Revised scripts and scripted materials through Final Draft 11 (FDX).
- Extensive use of current industry-standard post-production workflows and organization.
- Wrote and implemented interactive pitch decks for packaging of TV series for content provider pitch.
- Maintained contact list and reached out to representatives on behalf of the company

HBO

09/2022 - 12/2022

The Color Purple, Post Production

- Handled billing and cost reports/accounting
- Researched and organized temp footage and sound.
- Assisted in on-boarding new hires
- Drafted correspondence with studio executives regarding process progress.
- Kept track of the show's visual effects workflow.
- Scheduled and organized catering.

HBO

03/2021 - 10/2021

The Righteous Gemstones S2, Key Construction Nurse/Medic

- Advised the production team on safety issues regarding various parts of the show.
- Researched, collected, and compiled the relevant data from the script to provide adequate medical staffing in order to fulfill production goals.
- Maintained the medical database and records of the entire cast and crew.
- Drafted correspondence & reports and responded to emails with studio executives regarding worker's compensation.
- Ordered reoccurring and emerging medical supplies for the production.
- Scheduled day player medical staff.

Nickelodeon

12/2020 - 12/2020

Blues Clues , Camera Operator

- Frame composition.
- Finessing camera movement.
- Camera rigging.
- Lens transitions.

US Army

01/2007 - 12/2018

Broadcast Media Public Affairs Officer

- Reviewed all regulatory agency submission materials to ensure timeliness, accuracy, comprehensiveness, or compliance with regulatory standards.
- Provided regulatory guidance to departments or development project teams regarding design, development, evaluation, or marketing of products.
- Responded to requests for information from the media or designated an appropriate spokesperson or information source.
- Established and maintained cooperative relationships with representatives of community, consumer, employee, or public interest groups.
- Interacted with members of the news media and the public to respond to inquiries and engage in proactive communication.

Education:

University of Alabama at Birmingham Birmingham, AL United States
Bachelor's of Arts in **Technical Theater**

Department of Defense Washington, D.C.
DOD Public Affairs Officer Qualification

California Institute of Art & Technology San Diego, CA
Associates in Applied Science in **Software Development**

University of North Carolina School of the Arts, Winston-Salem, NC
MFA in **Screenwriting & Creative Producing**

AWARDS, SPECIAL RECOGNITIONS, CERTIFICATIONS

2022 Women in Technology Scholarship Recipient

2022 Writers Guild Foundation Veterans Writing Project

Languages: French, Spanish, Chinese, Hebrew, & ASL