

CAMILLE D'ELIA

Email: CDElia10@gmail.com M: 973-650-8602 Portfolio: www.camilledelia.com

EXPERIENCE

Assistant to the Producer – *Blindspot*, Warner Bros./NBCUniversal, Steiner Studios (September 2017 – Present)

- Execute on-set cast interviews and social media activations with WB/NBC
- Coordinate with ADs and talent managers to reconcile cast commitments with shooting schedule
- Attend and take notes at Concept Meetings, Production Meetings and Table Reads
- Distribute scripts and script revisions to cast, Directors and Producer
- Work with Production Executive to execute and distribute Director Assignment Memos, DGA Deal Memos, Long Form Agreements and Start Paperwork

Producer & Writer - *Elite Daily* (March 2015 - April 2017)

- Developed, wrote scripts and produced original videos and branded videos for clients like The CW, CBS & SyFy
- Directed shoots, managed multiple production schedules and budgets, cast talent, sourced locations, supervised post, gave notes on cuts and graphics
- Executed 75+ videos, brought in over \$3M in video revenue, produced our most popular series *Technically Speaking* (over 36 million views)

Production Coordinator - Avon Products, Inc. (August 2014 - February 2015)

- Produced and directed corporate videos through post-production; wrote video scripts; managed production schedules and budgets, tracked video assets and supervised talent voice over sessions

Writers' Assistant - *Wild Boys* (TV show developed by Dean Lorey) (November 2014)

- Recorded and organized detailed story notes from Dean's writing sessions with fellow creators

Production Assistant/Intern - *Watch What Happens Live*, NBCUniversal/Embassy Row (January - May 2014)

- Pitched ideas to Bravo execs during development meetings, blocked/rehearsed with host Andy Cohen, escorted and served meals/beverages to television execs in a high-energy, live show environment

Production Intern - *Late Night with Jimmy Fallon*, NBCUniversal (August - December 2013)

- Worked with Script Coordinator to distro revisions; selected rehearsal audience, sourced remote shoot participants
- Assisted Wardrobe, Makeup and Music depts., recorded show, organized staff meals, fulfilled talent rider lists

Literary Department Intern - 20th Century Fox (May - August 2013)

- Worked with book scouts to evaluate books for film potential, rolled calls, delivered manuscripts
- Scouted newspaper/magazine articles for future projects, compiled daily entertainment and current events news

Production Office/Set Intern - *Blue Bloods*, CBS (September - December 2012)

- Collated and distributed scripts during production meetings, filed receipts and clearances for accounting and legal
- Purchased equipment and materials for camera and art departments, and production coordinators

Production Office/Set Intern - *Apostle Pictures* (January - September 2012)

- Wrote script coverage and evaluated potential projects for development; worked as Set PA on shoots
- Assistant/receptionist duties: greeted guests, rolled calls and messages, secured permits, flights and car rentals

ADDITIONAL PRODUCTION EXPERIENCE

Writer/Producer/Director - *Wireframe* (Short Film) (April 2013 - May 2014)

- Wrote/directed a narrative film on a micro-budget, led a cast and crew of 12

Director/Cinematographer/Editor - *Batangas, 2012* (Documentary) (December 2012 - 2013)

- Shot a documentary on location in the Philippines about my mother's barrio neighborhood, edited on Avid

EDUCATION/HONORS: New York University, Tisch School of the Arts, B.F.A. Film & Television
GPA 3.7 with Honors, New York Women in Communications Hearst Scholarship, Founder's Day Award