

I have a background of working in Coordinating and Managerial roles across departments including Art Department, Sustainability and Digital Asset Management which has given me a broad overview of the challenges and requirements across all departments and necessitated fostering good working relationships and communication with all HODs and Producers.

I've spent the last 3 years gaining experience with Sustainability for the screen industry practices, including advanced training with Amazon MGM Studios in Toronto. I would like to bring this experience and drive for sustainability to my next departmental role.

LONG FORM FILM & TV EMPLOYMENT HISTORY

2024 - 2025: Sustainability Supervisor

ALL HER FAULT - NBCU/Carnival/Matchbox (Peacock)

HETV drama series.

Moving up to Supervisor, duties included ensuring that production adhered to BAFTA/Albert criteria for sustainability in all departments. Cutting waste, recycling and lowering the carbon footprint of the production in all areas. Working with HODs to advise and ensure sustainability efficiencies. Managing all records. Supervising PA.

Worked closely with Art Department to ensure all materials were sustainability sourced, re-purposed and sustainably recycled.

We proudly rolled out some major Australian firsts, including the use of biofuel HVO replacing diesel with 90% less emissions.

CASE STUDY: <https://www.dsmelbourne.com/2024/11/26/what-matchbox-pictures-and-carnival-films-learnt-about-sustainability-on-production-of-all-her-fault/>

2024: Vendor Compliance/Sustainability Coordinator

SPOOKY FILES S2 - Matchbox (ABC/BBC)

8 part Children's live action drama series.

I was the link between production and business affairs teams to ensure all vendors were legally compliant.

Ensured that production adhered to BAFTA/Albert criteria for sustainability in all departments while also cutting waste and lowering the carbon footprint of the production on set and in the production office. Managing records.

2023: Virtual Art Coordinator

METROPOLIS - NBCU/Matchbox (Apple TV)

Large-scale HETV series filmed in Melbourne, Australia.

Responsible for organisation and scheduling of all digital assets of the department including tracking of daily tasks for 20+ VAD artists in house and overseas.

Working with Art Department to collate set turnovers for third party vendors such as Nant and DNEG working down the pipeline.

In charge of department purchase orders and payroll of all in house VAD artists.

2020 – 2023:

Covid Supervisor –Various Film/TV

Duties included:

Managing the Covid team while maintaining the ever-changing recommended Victorian Government and Studio rules.

Writing and updating protocols throughout production.

Organising and record keeping of all cast and crew testing.

Daily communication with Production, Producers and department HOD's to ensure forward planning is followed to keep production flowing in a Covid-safe environment.

Metropolis - Pre-Production (Melb TV Series)

Ricky Stanicky (Melb Feature)

Love Me Series 2 (Melb TV Series)

The Clearing (Melb TV Series)

FOE (Melb and Winton Wetlands Feature)

Shantaram Series 1 (Melb and Bangkok TV Series)

NBCU/Matchbox Pictures for Apple TV

Ricky Productions for Amazon Prime

Warner Bros for Binge/Foxtel

Wooden Horse Productions for Disney+

Amazon Studios for Amazon Prime

Paramount for Apple TV

NON LONG-FORM FILM & TV EMPLOYMENT HISTORY

2023 - 2024: Asset Manager

BGIS/QANTAS

Pivot during writers & actors' strikes. Management of over 25,000 QANTAS owned assets based around Australia.

2020 - 2021: Quality Assurance Officer

JBS Melbourne (processing plant)

This was a pivot during Covid, ensuring compliance to company quality standards and health regulations.

2015 - 2020: Senior Camera Rental Technician

Videocraft Melbourne

Daily duties included preparing broadcast quality camera equipment specialising in Sony and Canon brands, organising equipment bookings and providing technical advice to clients.

Rigging for large broadcasts including X Factor Live auditions, Melbourne Cup, The Melbourne Grand Prix.

2013 - 2015: Kit Room Manager/Cameraman

IMG/ WME UK

Managing a busy kit room coordinating equipment for high profile productions in the UK and abroad, daily technical set up of green screen room for interviews including high profile TV & sports personalities.

Camera operator for The Premier League Channel, Arsenal Football Club, Champions League and Golfing World, etc.

2010 - 2013: Technical Coordinator

BBC UK

Responsible for preparation, maintenance and testing of a diverse arrangement of camera, lighting, sound equipment.

Allocating equipment for productions including Strictly Come Dancing, Blue Peter, Jools Holland, Louis Theroux.

Camera, sound and lighting training for 100+ internal staff.

2005 - 2010: Technical Coordinator/Cameraman

Endemol UK

Responsible for the preparation, maintenance, and management of 50+ cameras and associated kit.

Management of overall department budget, purchases and cost tracking.

Filming for several productions for BBC, Channel 4 and ITV including Charlie Brooker productions.

Conducting personal technical training for 100+ staff on cameras for productions including Big Brother.

VOCATIONAL TRAINING

Sundance	Sustainable Movie Production with Kent Haywood	2025
Amazon MGM Studios	Green Spark Group - Sustainability Management Training (Toronto)	2024
BAFTA Albert	Sustainable Production Training	2024
AimHi Earth/BAFTA	Sustainability Jumpstart Masterclass for BAFTA Albert	2024
Screenskills	Introduction to Sustainability for the screen industries	2024
Paramount Services	General Safety and Injury Illness Prevention Program	2023
Paramount Services)	Environmental Safety	2023
Safe Sets International	Covid-19 Certificate Course (Level A)	2021
Screenskills	Coronavirus Basic Awareness on Production Training	2020
Red Cross	First Aid Skills during Covid	2020
Screenskills	Screenskills HETV Safe return to set	2020
BBC London	PAT (Personal Appliance Training/Tag and test) safety course	2013