DEANNA LEONARD

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Industry Experience After Jake (2013) Short film Assistant Editor	Outset – Lifeworks Fellowship
Part Of Me (2013) Short film Assistant Editor	Outset – Lifeworks Fellowship
What's Your Sign (2013) Short film Assistant Editor	Outset – Lifeworks Fellowship
Contribution Verse (2013) Short film Production Assistant	Outset – Lifeworks Fellowship
Memories (2013) Short film Production Assistant	Outset – Lifeworks Fellowship
A Bitter Pill (2012) Short film 2 nd Assistant Director	Outset – Lifeworks Fellowship
 GOODOCS Los Angeles, CA October 2013 – Present Documentary Research Intern Create film synopses and and editorial articles of new films. Update and maintain client database using various software applications. Follow up with potential clients. Research new markets, follow up on sales prospects, and provide status reports. Outfest : Fusion Lab Los Angeles, CA March 2013 – April 2013 (Contract) Lab Attendant/DIT Monitored the use of the open film production lab and provided technical support to lab users. 	
• Maintained the general security of the lab equipment and the environment in the lab, including enforcement of policies and procedures.	
 Single Handed Productions Los Angeles, CA January 2013 – Present Assistant Editor/ Event Assistant Works with and manipulates raw camera footage, dialogue, sound effects, graphics and special effects. Uses nonlinear digital editing systems to edit clips. Organizes footage and tags clips; asset management. Oversees pre event logistics (equipment rentals, staffing crew, speaker confirmations, contribute to To Do Lists/). Security and management of equipment and event space. Troubleshoot tech problems. 	
LA Gay & Lesbian Center Los Angeles, CA October 2012 - March 2013 Digital Media Intern Interacted with youth clients, kept track of schedules, ensured the office was appropriately staffed for visits. Project planning for fundraising events. Assisted with documentation, data analysis and records management of program/exhibit/shows. Overseen the security, operation and maintenance of equipment utilized in shooting and editing. Other Professional Experience Ebisu Marketing Los Angeles, CA 2011 - 2012 Customer Service Manager	

Noah's Bagels Pacific Palisades, CA 2009 - 2011 Operations Manager

MEND Pacoima, CA 2008 – 2009 Administrative Assistant (Food Dept.)

Education and Training Santa Monica College 2011 Post Production Outset Filmmaker Fellowship 2012 Produced Award Winning Short, "The First Date"

References

Shari Greicar Producer Outfest shari@Outfest.org

Christin Scholten Producer Single Handed Productions christinscholten@gmail.com