

# KATE MCKENNA

Writer/Audience Coordinator/A.D./Production Assistant/Casting Assistant

908.451.8399

[katemariemckenna@gmail.com](mailto:katemariemckenna@gmail.com)

## PRODUCTION EXPERIENCE

Audience Coordinator	<i>American Idol</i>	FremantleMedia/19 Television
Audience Coordinator	<i>Dancing with the Stars</i>	BBC Worldwide
Audience Coordinator	<i>@midnight</i>	Funny or Die
Audience Coordinator	<i>Not Safe w/Nikki Glaser</i>	Brillstein Entertainment Partners
Audience Coordinator	<i>Let's Make a Deal</i>	FremantleMedia
Audience Coordinator	<i>Hollywood Game Night</i>	Hazy Mills Productions
Audience Coordinator	<i>So You Think You Can Dance</i>	Dance Nation Productions
Audience Coordinator	<i>The Carmichael Show</i>	A24
Audience Coordinator	<i>America's Got Talent</i>	FremantleMedia
Audience Coordinator	<i>The Josh Wolf Show</i>	Rebel Films
Audience Coordinator	<i>Little Big Shots</i>	A Very Good Production, Inc.
Audience Coordinator	<i>Kids Choice Awards</i>	Nickelodeon Productions
Audience Coordinator	<i>Tosh.0</i>	Cranetown Media
Audience Coordinator	<i>Family Fortune</i>	NBC Universal
Audience Coordinator	<i>500 Questions</i>	United Artists Media Group
Audience Coordinator	<i>The Wall</i>	Glassman Media
Audience Coordinator	<i>Undeniable w/Joe Buck</i>	Wild West Television/Directtv
Second Assistant Director	<i>Heaven</i>	Sober Comedy/The Following
Assistant Director	<i>Teased</i>	Sober Comedy
Assistant Director	<i>Covering</i>	Sober Comedy
Writer	<i>#maddecent</i>	That Gurl Productions
Writer/Director	<i>#posed</i>	That Gurl Productions
Writer/Assistant Director	<i>#missing</i>	That Gurl Productions
Writer/Assistant Director	<i>#honest</i>	That Gurl Productions
Researcher	<i>Strange Medicine</i>	DiGa Vision, LLC
Production Assistant	<i>Say It In Song</i>	DiGa Vision, LLC
Office Production Assistant	<i>Ke\$ha: My Crazy Beautiful Life</i>	DiGa Vision, LLC
Casting Assistant	<i>Playa Gets Played</i>	DiGa Vision, LLC
Casting Assistant	<i>Dogs 101</i>	Powderhouse Productions
Casting Assistant	<i>Cats 101</i>	Powderhouse Productions
Casting Assistant	<i>Best in the Business</i>	Powderhouse Productions
Production Assistant	<i>Best in the Business</i>	Powderhouse Productions
Production Assistant	<i>Entertainment Tonight</i>	CBS Paramount Domestic
Production Assistant	<i>The Insider</i>	CBS Paramount Domestic

## EDUCATION

Bachelor of Arts, Communication Studies, Northeastern University, 2014

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CA 91201  
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## TELEVISION PRODUCTION EXPERIENCE

### **On-Camera Audiences (Los Angeles) - Audience Coordinator (February 2015-present)**

- Coordinate daily audience logistics including advance ticket distribution, audience direction into/out of the studio/sets, and strategic seat planning and organization.
- Serve as a liaison between show production staff and studio audience members
- Manage audience guest list, including VIP guests.
- Recruit and secure audience members on an as-needed, sometimes urgent basis.

### **DiGa Vision, LLC (NYC) - Office Production & Development Assistant (September 2013-December 2013)**

- Assisted a team of Producers, Production Managers, and Executives with office and production tasks.
- Prepared network "one-sheets", researched and developed television shows, and pitched various original shows to Executives.
- Casted talent for programming through field research and casting.
- Completed general office tasks including shipping/faxing/phones.

### **Powderhouse Productions (BOSTON) - Casting Assistant (January 2011-July 2011)**

- Completed daily research of projects and initiatives as assigned by Casting Directors and Producers.
- Casted talent for television shows via internet auditions and live casting sessions.
- Acted as Production Assistant on various casting sessions and television show shoots.
- Assisted in compiling headshots, resumes, and background research for actors.

### **Entertainment Tonight/The Insider (CBS Television) (NYC) - Production Intern (January 2010-July 2010)**

- Assisted producers in the television studio and field location shoots.
- Coordinated communication and sent video footage via satellite between NYC and LA bureaus.
- Summarized story ideas from morning news shows, internet sites, and magazines and sent ideas to producers.

### **NU Stage Musical Theatre Company (Northeastern University/BOSTON) - Executive Producer/Historian/Webmaster, (September 2008-June 2012)**

- Managed, wrote, produced, and performed in 60-minute stage productions with ~70 cast members.
- Created, controlled, and updated the group's website, Twitter, and Facebook accounts.
- Advertised and promoted the group's shows and auditions at special events.
- Performed multiple roles in group productions.

## EDUCATION

### **Northeastern University - Bachelor of Arts: Communication Studies (January 2014)**

**Concentration:** Media Studies / **Minor:** Music Industry

**Student Groups:** NU unplugged (group founder), NU Stage Musical Theatre Company, Pitch Please! A cappella (founding member), Rock Ensemble, Communications Club

## INTERESTS/SKILLS

- Interested in TV comedy writing, screenwriting, playwriting, songwriting, TV development, TV/theatre casting, and production.
- Knowledgeable in MAC/PC, Microsoft Office, Pro Tools, Garage Band, social networking.
- Skilled in singing, guitar, piano, songwriting, stage directing, acting, improv, tennis, internet and media research.

## ADDITIONAL EXPERIENCE

**Windows on the Water at Frogbridge Day Camp** (Millstone, NJ) **Server/Event Planner** (April 2014-January 2015)  
**Seaside Park Beach Control** (Seaside Park, NJ) **Beach Badge Seller**, (May 2005-August 2011)  
**Husky Ambassadors** (Northeastern University) (BOSTON) **Tour Guide**, (September 2010-August 2011)