

Kaleen Gendreau

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Tampa, FL

EDUCATION

University of South Florida, Tampa, FL

Bachelor of Arts, Mass Communications & Production

Relevant coursework: TV Production & Direction, Writing for Radio & TV, Media Law, Documentary Filmmaking, Electronic Field Production (Filmmaking), Telecommunications Management, Broadcast News, Public Relations

Organizations: National Society of Leadership & Success, Education Abroad Office "GloBull" Ambassadors Program

WORK EXPERIENCE

Programming, Events, and Marketing Intern

Raindance Film Festival, London, UK

May 2023 - August 2023

- draft and design social media posts in relation to audience expectations, while also reflecting the festivals goals, needed promotion, and role of independent film in the UK
- researching and sourcing information on films that reflect the festivals purpose, to be used for articles or social campaigns
- understand and contribute partnership ideas that both match and will benefit the festivals filmmakers and audiences
- manage and keep in contact with independent actors, filmmakers and their agents for promotional articles, conduct interviews, and transcribe/ write stories on the interview

Production Design and Runner

Independent short film, London, UK

July 2023

- support director and producer by going through shot lists and planning locations and set design per scene
- create prop and decor list for each filming space
- design sets to match directors vision, adjust backgrounds and props throughout filming to support each scene and frame

Global Ambassador

International Studies Abroad by WorldStrides, Tampa, FL

July 2022 - May 2023

- promote education abroad opportunities by creating relationships with prospective students, sharing information at event tables, and create outreach events
- direct students to correct information and advise their education abroad interests
- work in partnership with USF Education Abroad Office to expand education opportunities and interests for minority groups on campus

Social Media Rep

International Studies Abroad by WorldStrides, London, UK

January 2022 - June 2022

- contribute consistent, informational and interactive content across social channels to promote and provide education abroad information
- have a full understanding of what type of content best connects with a specific audience
- act as the first person of contact for education abroad interest from social media, and provide personal experience and advise for interested students

SKILLS

Adobe CC: Premiere Pro, Photoshop, Lightroom, Illustrator, Acrobat, etc., Microsoft Office, Final Draft, Canva, camera operation (Sony A7iii, Sony Fx6), gimbal operation (DJI Ronin), copy & screen writing, copy editing, branded content creation, social media marketing, festival programming, company partnership management, event coordination, organisation & admin skills, etc.