

# TIERRA CANNON

## SUMMARY

Determined Production Coordinator who has experience in coordinating and controlling scheduling and quality for all projects. Detail-oriented in monitoring efficiency, safety, and productivity metrics to deliver work to meet deadlines. Effective communicator in sharing status updates and vital information with leaders of various departments to provide smooth operations.

## EXPERIENCE

### Photographer

*Cady Studios | Tampa, FL | December 2024 – April 2025*

- Assisted clients with selecting poses and clothing choices that best suited their needs.
- Provided guidance to models on posing techniques throughout photoshoots.
- Set up lights, backdrops, and props for shoots and events.
- Capture graduation photographs for high school seniors.

### CRM Coordinator

*Tillman Brothers Productions | Orlando, FL | Jun 2024 – Jan 2025*

- Address customer questions using email communication.
- Coordinated project timelines through Notion.
- Regularly liaised with top management to track progress.
- Conducted research on customer preferences, needs and trends.
- Coordinated Zoom discussions to understand client needs.
- Teamed with the invoice department to provide necessary information for invoice generation.

### Film Intern

*DarkChild Studios | Orlando, FL | July 2024 – October 2024*

- Recorded video content capturing the performance of sound engineers and music artists
- Developed strategies for upcoming projects
- Performed routine tasks, including cleaning and supply runs.
- Ensured smooth flow of employees, clients, and vendors in and out of the office premises

### Production Assistant

*Oxenfree Film & Motion | Orlando, FL | September 2024*

- Maintained communication between production staff and crew members.
- Coordinated with vendors for rental equipment needs.
- Ensured the proper pick-up and drop-off of equipment, verifying its completeness.
- Established and oversaw craft services for the entire production duration
- Maintained a clean and safe production environment, adhering to health and safety standards.
- Ran errands as necessary for the production team.
- Loaded and unloaded equipment from vehicles used in shooting scene.

## CONTACT

- 📞 240-505-9123
- ✉️ [Tierralcannon@gmail.com](mailto:Tierralcannon@gmail.com)
- 📍 Land O' Lakes, FL

## SKILLS

- File Management
- Client Communications
- Production Paperwork
- Project Management
- Adobe Premiere
- Adobe After Effects
- Blackmagic DaVinci Resolve
- Celtx
- Black Magic Pocket Cinema Camera

## EDUCATION AND TRAINING

- College Diploma
- Digital Filmmaking & Video Production**
- F.I.R.S.T. Institute, Orlando, FL

## ACCOMPLISHMENTS

- Digital Media & Video Production**
- Program Director's Award

## CERTIFICATIONS

- Oxenfree Film & Motion**
- Producer's Playbook Workshop Certification

## DEMO REEL

[Tierra Cannon's Demo Reel](#)

## PROFILES

[Tierra Cannon LinkedIn Profile](#)

[Tierra Cannon IMDB](#)



## 2nd Assistant Director

*Blended TV Series Pilot | March 2024*

- Assisted the director's team in supporting the 1st AD and providing guidance to talent
- Coordinated with the transportation department to ensure timely arrival of cast and crew to set
- Facilitated communication between director, producer, production manager and cast, crew members throughout the shoot.

## Social Media Marketing Director/Production Coordinator

*Short Film: Do You Like Dinosaurs | February 2024*

- Produced and published engaging content to drive financial support via crowdfunding
- Raised over 4k
- Managed craft services
- Provided support in resolving on-set issues.

## Production Assistant

*Oxenfree Film & Motion | November 2023*

- Ran errands as necessary for the production team
- Loaded and unloaded equipment from vehicles used in shooting scenes •  
Delivered messages to various crew members to coordinate communications
- Assisted in the setup of Craft Services.