

TIFFANY HARRELL

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708-288-0331

Chicago, IL 60601

SUMMARY

Highly versatile producer and journalist who thrives in fast-paced creative environments. Extensive field and studio production experience in news and public affairs programming. Excellent video editor who can field a wide variety of assignments. Strong collaborator who excels in team projects.

SKILLS

- Social Networking
- SEO understanding
- TV News/Documentaries
- Sports/News/Film Editing
- Script Development
- Detail-Oriented
- Microsoft Office Suite
- Adobe CS6 proficiency
- Proficient in Premier Pro & Final Cut Pro
- Sound editing - Adobe Audition & Logic
- Knowledgeable in Avid

EXPERIENCE

CONTRIBUTING WRITER | 03/2022 to Current

The DePaulia - Chicago, IL

- Applied AP style to each article to produce clear and accurate copy.
- Conducted extensive research on Arts/Life full- and half-page pieces with illustrations and photography.
- Delivered high-quality, insightful, informative, and entertaining written content while meeting tight deadlines.
- Adjusted tone and content to reach wide range of audiences.

NEWS PRODUCER | 11/2020 to 03/2022

Good Day DePaul - Chicago, IL

- Manage full time production staff of 4, reporters, and editors by providing oversight, leadership, and timely feedback.
- Maintained working knowledge of current events and community issues.
- Coordinated news, sports and weather segments and determined segment length.
- Prepared news stories based on information provided by assignment desk, press releases, wire services and network feeds.
- Produced on-air story content cues to anchorpersons during live coverage.
- Selected and edited graphics and special video effects.

PROGRAMMING INTERN | 12/2020 to 06/2021

AMC Networks - New York, NY

- Analyzed and researched scripts by providing daily coverage and pitch decks for Executive Producers.
- Developed database of writers, producers, and directors for original scripted programming department file systems.
- Prepared program budget proposals while working within approved budgetary guidelines.

MEDIA PRODUCTION | 12/2019 to 05/2020

Houston Methodist - Houston, TX

- Engineered a fully equipped production studio.
- Segment timing, floor direction and managing studio floor activities for live and recorded programming.
- Liaised with crew regarding lighting, graphics, and other technical elements.
- Produced live broadcast by applying expertise in Live-Stream.
- Organized video archived footage, used a variety of editing software to digitize and import both audio and video.
- Utilized ENG, EFP and DSL camera production.

DEMOCRATIC PRESIDENTIAL DEBATE P.A./LOGISTICS COORDINATOR | 08/2019 to 11/2019

Walt Disney Television - Houston, TX

- Assisted with production and candidate logistics to ensure successful show rundown and safety of candidates.
- Navigated multiple in-house systems to retrieve and distribute live video content.
- Managed daily inventory counts, prepared and distributed scripts, coordinated travel arrangements for news staff, anchors and production crew.
- Assisted technical directors and producers in OB van.

ART DIRECTOR/SCRIPT SUPERVISOR/1ST AD/PRODUCTION COORDINATOR | 12/2008 to 07/2019
Various Film Companies - Chicago, IL

- Reviewed scripts to ascertain project design requirements and types of props needed.
- Met with director, producer, and production teams to discuss creative vision, define technical requirements, and plan shooting schedule by establishing budgets, hiring cast and crew, and securing permits.
- Kept detailed, scene-by-scene records of shot times, actor positions and fact-checked scripts.
- Illustrated advanced understanding of film techniques and continuity.
- Created, captured, edited, and produced all independent film projects.
- Wrote and produced original short films, officially selected in the Black Harvest Film Festival and Hollywood Black Film Festival

CREATIVE ARTS DIRECTOR/DIGITAL MARKETING MANAGER | 04/2016 to 06/2018
Urban Broadcast Media - Chicago, IL

- Supervised creative team and worked to accomplish 100% client satisfaction.
- Managed multiple accounts at once, won Leadership Awards two years in a row.
- Developed budget and negotiated contracts to ensure projects were completed within financial constraints.
- Coordinated artistic vision for radio personalities, executive clients; Lyft, Chance the Rapper, Chicago Public Schools (CPS), ComEd and more.
- Supervised storyboard development, photoshoots, and film locations for television projects.
- Oversaw all aspects of design and development and offered design solutions when necessary.
- Maintained in-depth and current knowledge of emerging industry trends

EDUCATION AND TRAINING

DePaul University - Chicago, IL

Bachelor of Arts

Journalism, Broadcast, **06/2022**

City Colleges of Chicago-Kennedy-King College - Chicago, IL

Associate of Arts

Mass Communications, **06/2019**

International Academy of Design and Technology - Chicago, IL

Bachelor of Arts

Interactive Media Design, **09/2001**

Texas Southern University - Houston, TX

Some College (No Degree)

Radio and Television Broadcasting

ACTIVITIES AND HONORS

- Member, DePaul University Alumni Association - June 2022
- Member, Honors Society issued by Honors Society Foundation - April 2020
- Member, The Society for Collegiate Leadership & Achievement issued by National Honors Society - April 2020
- Member, Phi Theta Kappa - Lambda Rho Chapter - June 2018
- Academic Excellence Kennedy King College - May 2022
- Scholar Choice Award issued by One Million Degrees - June 2019
- UBM Leadership Award - 2017 & 2018

WEBSITES, PORTFOLIOS, PROFILES

- bynikpharrell.com
- <https://www.linkedin.com/in/tiffanyharrell/>
- <https://soundcloud.com/tiffany-harrell-373468930>

ORGANIZATIONS

- Member, **The National Black Journalist Association** - April 2022