



## Kitt Bowman

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## SKILLS

### Software Skills:

Studio Binder  
Adobe InDesign  
Adobe PhotoShop  
Protools  
Adobe After Effects  
DaVinci Resolve 14  
Xpression  
Google Suite  
Microsoft Office

### Practical Skills:

Documentary & Film Production  
Podcast Production  
Commercial Production  
Interviewing  
Script Writing  
Budgeting  
Copywriting  
Stage Management  
Videography  
Photography  
Video Editing

## EDUCATION

### High Point University

August 2016 - May 2019  
Bachelor of Arts

### Major:

Communications

### Concentration:

Television & Film Production

### Minor:

Technical & Performance Theatre Graduated  
Summa Cum Laude

GPA 3.8

# EXPERIENCE

## Freelance Producer

- **HypeKick Productions** [June 2023]

I produced two commercial spots working with HypeKick for the client, Upward Dating App. I worked alongside their in-house team to acquire locations and talent. I developed call sheets, shooting schedules, tracked budgets, and collected all insurance documents and release forms. In addition, on this shoot we worked closely with the agency representative from Tongal.

- **Independent Short Film** [July 2022]

As the Producer for this independent film, I ensured smooth operations and managed the shooting schedule. I facilitated all crew communication, script supervision, and coordination of the shooting schedule. My role was crucial in ensuring that all aspects of production ran efficiently and effectively.

## Part-Time Creative Producer - SoftStartUSA

[July 2023 - Present]

As a Creative Producer and Asset Manager at SoftStartUSA, I play a pivotal role in driving the successful execution of creative projects, encompassing shooting, posting, and editing while efficiently managing the company's valuable digital assets. Collaborating closely with the creative team, I conceptualize, plan, and bring to life innovative content across diverse media platforms, ensuring alignment with the company's brand identity and resonance with the target audience. I have successfully launched a podcast for SoftStartUSA, and led the creative direction for successful marketing campaigns.

## Freelance Production Assistant

- **Caravan Studios**

I consistently freelance with Caravan Studios, an award-winning production company located in Charlotte, as a production assistant. My responsibilities include gear pick-up and drop-off, loading in and out props, crafty, and assisting in relaying communication between Producer and Director. Depending on the shoot, I am responsible for set decorating, prop organization, and supporting the Producer with any on-set needs. My role is to assist the production team and guarantee that the set is ready for shooting by handling logistics. I guaranteed that all elements were in the right place and ready for use. My ability to multitask and work well under pressure has made me an asset to the production team.

## Elevation Church - Supervising Video Producer

[September 2019 - June 2023]

I was responsible for leading and directing all communications during pre-production and production. My responsibilities were: scheduling the crew, talent, call sheets, props, craft services, budget, freelance workers, timelines, and communicating with clients. I held an equal client-facing and creative-facing role. I diplomatically balanced the needs of the in-house clients and my creative team. My position was imperative to ensuring that all aspects of production were coordinated and executed successfully. My strong communication, knowledge of film production, and project management skills allowed me to lead my team and deliver high-quality results that consistently exceeded expectations. In addition, I built a work environment that placed my team's well-being, morale, and passion as a top priority.