**Olivia J. Volarich, M.A.**

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**Writer and Digital Content Producer**

Three years’ experience in film, video, videogame, photography, and television environments. Recently relocated to Seattle from Portland. Skills in:

|  |  |  |
| --- | --- | --- |
| * Creative writing * Copywriting and editing | * Film/video production * Project management | * Adobe Creative Suite * CMS |
| * Digital content creation | * Digital Marketing | * Social Media management |

**Experience**

**Historia Network, Seattle, WA February-present**

***Writer, Contributor, Producer***

* Write and edit multiple weekly posts covering gaming and entertainment news, reviews, and editorial pieces
* Create video content to supplement reviews
* Write, produce content, and host Historia Network’s Podcast “In Search of the Story”

**Seattle International Film Festival**, **Seattle, WA January-October 2018**

***Digital Marketing Associate | SIFFcast Producer***

* Write, edit, and maintain copy and content on SIFF website, digital marketing materials, and social channels
* Collaborate with Marketing team to establish strategy, manage subsequent marketing campaigns and ads
* Manage team of interns including: training, assigning daily tasks, supervise social coverage at events
* SIFFcast: Research and write content for interviews, manage guest contacts and scheduling

**ALAN WEINER PHOTOGRAPHY**, **Portland, OR May 2017-present**

***Editor and Assistant***

* Develop, revise, and produce galleries with 3,000-plus photographs
* Update and color-correct photos with Adobe Lightroom and Photoshop
* Administer advanced digital gallery and customer coordination with Zenfolio

**MICROSOFT CORPORATION, Redmond, WA October-December 2017**

**Contracted by FLEXASOFT, Redmond, WA**

***Video Game Tester***

* Analyzed video game content for quality, compliance, and certification in both English and Spanish
* Conducted tests to identify and document bugs and ensure title quality

**NORTHWEST FILM CENTER, Portland, OR February-October 2017**

***Public Relations and Marketing Intern***

* Wrote copy for online content on film directors, events, film series, and programming
* Wrote programming notes for 20-plus films to supplement viewer experience

**IRON WAY ENTERTAINMENT “FOOD CART” FILM**, **Portland, OR March-October 2017**

***Associate Producer (IMDB credit)***

* Scouted locations, established pre-production and set schedule for 50-plus cast and crew, secured permits, aided in on-set film production (camera and sound assist, costume, script supervision)
* Wrote and produced press kits and materials for submission to Tribeca Film Festival

**PBS FOOD/ORIGINAL FARE (an adventure food show)**, **Portland, OR February-June 2017**

***Production Assistant***

* Researched, scheduled, and coordinated pre-production of episodes
* Translated raw film cuts from Spanish to English
* Wrote copy and developed content for social media platforms: Facebook, Instagram, and Twitter

**CNN INTERNATIONAL,** **Atlanta, GA Sept. 2015-April 2016**

***Special Projects Division Intern***

* Wrote scripts for segments on CNN International
* Developed content for Special Projects Division social media accounts including CNNAfrica Instagram and secured 5,000 Instagram followers within two weeks while promoting Special Projects campaign

**Education**

**Master of Arts in Film and Media Studies, 2016**, Emory University, Atlanta, GA

**Bachelor of Arts in Film and Media Studies, 2015***,* Emory University, Atlanta, GA