

## **AnnaMarie McCorvie**

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### **EDUCATION**

*Whitman College* Walla Walla, WA

Graduated May, 2018

Politics Major, Film Minor -- Academic Distinction

### **RELEVANT EXPERIENCE**

#### **RUN Studios, Microsoft Live Events**

*Associate Producer*

March, 2024 - Present

- Create contracts and budgets for large scale livestream events, hire full crews, create call sheets and show flows.

#### **RUN Studios, Worldwide Learning Studios**

*Associate Producer*

2022 - 2024

- Managed 200+ ongoing learning and training video projects per year, scheduling studio time, hiring resources, creating workback schedules, and overseeing video content,
- Managed post production, oversee editors, and work with clients to review and deliver.

*Production Coordinator*

2021 - 2022

- Managed video transcription, closed captioning, and other accessibility offerings,
- Managed eight studio inboxes and calendars, video and image releases, and budget updates for video shoots.

#### **Core Learning Exchange**

*Course Creation and Quality Assessment*

2021

- Created and loaded course content, matched industry standards to courses, created student rubrics, and did quality assessment across our system in a fast-paced start-up environment.

#### **“Is It Better Than Cars 3?” Podcast**

*Editor, Host, and Producer,*

2018- Present

- Research and create outlines for podcast episodes on children’s movies and tv shows
- Edit and mix two audio feeds in Adobe Audition, and share on multiple podcast hosting services including Spotify and Apple Podcasts.

### **RELEVANT SKILLS**

- Microsoft Outlook, Word, Excel, Powerpoint
- Adobe Premier, Adobe Audition
- CRMs (Zendesk, Streak, Salesforce, Airtable)
- Closed Captioning tools (Subtitle Edit, experience with VTTs, SRTs, TTMLs)
- Email management
- Budget management