

Nathalie Dortonne

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PRODUCTION EXPERIENCE

Director's Assistant *Come Sunday*: Atlanta, Ga.

12/2016 – 02/2017

- Featuring: Chiwetel Ejiofor, Martin Sheen, Jason Segel, Lakeith Stanfield, Condola Rashad
- Managed Director Joshua Marston's schedule; Set up meetings; Performed tasks as requested by Joshua Marston
- Facilitated & coordinated picture cars along with Transpo; Calculated rental costs, negotiated prices with vendors
- Compiled footage options of cartoons, news & animals for practical playback; Updated video playback document
- Helped with script clearance research for Joshua Marston, screenwriter Marcus Hinchey, producers & legal team
- Conducted various film research and gathered movie scenes for Joshua Marston; Organized research on Dropbox

Writer, Director, Executive Producer, *You Neva Know*: Atlanta, Ga.

02/2016 – 02/2016

- Wrote, directed, and produced *You Neva Know*; Managed a \$1,600 budget; Scouted locations
- Served as Script Supervisor & Costume and Wardrobe Stylist on set; Assisted in finding and arranging props
- Recruited and Oversaw a cast and crew of 20 people

Digital Public Affairs Fellow, The 316 Group: Washington, D.C.

09/2014 – 01/2016

- Created a social media strategy that increased the 316 Group digital presence by more than 500 followers
- Promoted multimedia content via Twitter and Instagram, utilized Hootsuite/Twitter analytics to boost site traffic

Producer, Press/Communications Intern, U.S. House of Representatives: Washington, D.C.

05/2014 – 07/2014

- Produced, wrote, directed & edited the documentary *Freedom Summer* on 50th Anniversary of Freedom Summer
- Researched/drafted constituent letters, e-Newsletter content, press releases, blog posts, compiled daily press clips
- Collaborated with policy advisors to perform policy research for Rep. Alcee L. Hastings (D-Fla.)

Producer, Anchor, WUFT News Morning News in 90: Gainesville, Fla.

09/2013 – 12/2014

- Produced & wrote 90-second news updates for local, state, national and international news using Adobe Premiere

WORK HISTORY

Marketing Assistant, Allied Moxy: Atlanta, Ga.

08/2016 – 10/2016

- Compiled daily breaks for *Fences*; Created *Fences* Trailer Launch – African-American Publicity Status Report
- Crafted daily social posts; Managed Allied Moxy's Twitter, Instagram, and Facebook accounts
- Provided administrative support to national team; Supported marketing team on *Fences* and *Almost Christmas*

Network Program Scheduler Assistant, CNN International, CNN en Español: Atlanta, Ga.

10/2015 – 05/2016

- Helped manage the programming schedules for CNNI and CNNE; communicated programming changes across the networks; archived shows in video library; managed archive lists
- Researched show topics; logged footage; booked guests for *Marketplace Africa*; wrote 2 *African Voices* packages
- Contributed articles to CNN Living/Travel; wrote story on dangers of poverty porn (garnered 1M+ page views)

Freelance Writer, The Gainesville Sun: Gainesville, Fla.

10/2012 – 05/2015

- Contributed, pitched & assisted editing 30+ feature, enterprise, entertainment & local stories on tight deadlines

OTHER EXPERIENCE: Atlanta Film Society volunteer, LaMont Ferrell's Sitcom Writing Class; PA on Tommy Ford's documentary *Through My Lens: Art is Life*, PA on *The King of Bloody Fookin' Britain*

TECHNICAL AND SOCIAL MEDIA SKILLS: Final Draft, Avid Media Composer Certified, Adobe Creative Suite 6, Final Cut Pro (B1), iNews, MediaSource, Scarlett, Microsoft Outlook (B1), Microsoft Excel (B1), Microsoft Office

EDUCATION

University of Florida, Gainesville, Fla.

Bachelor of Science in Journalism/Minor: African American Studies - May 2015