

SHELBY F. KAUFMAN

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- PRODUCTION** **TV and Film Production-** New York, New Jersey, Michigan January 2005- Present
- **A Bread Factory, Part Two.** Vanishing Angle Productions. Choreographer
 - **Top Chef Season 3. BRAVO.** Magical Elves Productions. Production Assistant
 - **TIAA-CREF Corporate Video.** Calderon Productions. Production Assistant.
 - **Beyond The Pale.** Dir Victor Fanucchi. Assistant Script Supervisor and PA.
 - **Offshore.** Dir Diane Checklich. Production Assistant and Extra.
 - **Oh My Gods!** U of M Honors Thesis Sitcom. Script Supervisor and PA.
- PODCAST** **Planet Reimagined with Adam Met (of AJR).** Producer and Editor 2020-2022
- Produced and edited 2 full seasons (24 Episodes)
 - Guests include presidential candidate Andrew Yang, a past President of Ireland, etc.
- CASTING** **Background/Foreground Inc. -** New York, NY August- October 2009
- Chose, called, and booked background actors and stand-ins for NYC based commercials
 - Corresponded daily with producers and production managers through phone and email
- She's Got The Look Season 2. TLC.** Casting Assistant August 2008
- Central Casting-** New York, NY March 2007- April 2008
Casting Associate
- Chose and booked people for background work on upcoming films and television shows
 - Represented Central Casting at the 'Law and Order' and 'Criminal Intent' sets daily
 - Ran daily registrations for non-union, SAG, and AFTRA members (19 form proficiency)
 - Assisted on set, at open calls, and at dance auditions for films and television shows
- MARKETING** **Tap Extravaganza.** Marketing Director and Press Relations February-May 2009 & 2010
- INTERNSHIPS** **GreeneStreet Films-** New York, NY October- December 2006
International Sales and Distribution Intern
- Organized company for upcoming festivals and markets (predominantly AFM)
 - Drafted correspondence letters to international distributors pitching our current films
 - Prepared expense reports for all corporate account spending
 - Extensive research relating to travel, equipment purchases, service providers, and more
- Solar Film/Video Productions-** New York, NY October- November 2006
Marketing Account Executive/ Creative Development Intern
- Created marketing strategies and client relationships/ development of films
- Allied Advertising/**
Solomon Friedman Entertainment- Bloomfield Hills, MI January 2005
Entertainment Public Relations Intern
- Promoted upcoming films and theatre productions using nearby businesses
 - Helped coordinate preliminary and industrial film screenings
- ADDITIONAL EXPERIENCE** **Camp Walden-** Cheboygan, MI Summer 2002-2007
Dance Director, Unit Coordinator, 'Counselor in Training' Program Coordinator, Counselor
- Administered and created programs for female campers ages 13-16, and all camp
 - Directed and organized dance program involving 15 staff and 120 campers
- EDUCATION** **University of Michigan,** Ann Arbor, MI Class of 2006
B.A. in Communication Studies with Film Global Media minor G.P.A. 3.5/4.0
- University of Sydney,** Australia Winter 2005
- Honors**
Graduated Summa Cum Laude from West Bloomfield High School (2002)
DECA- An Association of Marketing Students- International Top10 Finalist (2001)
National Scholastic- Silver Key for a Short Story Recipient (1996)