

CAT TASSINI

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SUMMARY

Solutions-oriented, results-driven multimedia designer and producer with over a decade of experience. Excellent communication, content production, and project management skills. At home in fast-paced, creative environments. Possesses a lifelong passion for music, art, and film. Open to on-site, remote, or hybrid roles.

SELECT WORK EXPERIENCE

Writer, Director, Producer, Editor: *Echo's Answer*, Brooklyn, NY February 2020 - Present

- Developing feature-length experimental documentary about the late musician Trish Keenan, her band Broadcast, and her influence on present-day female and gender expansive artists
- Screened short film version on Media Monsters streaming series online, at NonFilms' DarkRoom Screening and Salon, and at the Art of Brooklyn Film Festival 2022, where it was awarded Outstanding Sound
- Created brand identity for project, including logo, fundraising materials, and social media accounts
- Directed and produced *The Broadcast Broadcast* livestream series and executed episode screening events

Marketing and Development Associate: Mabou Mines Theater Company, New York, NY January 2023 - February 2024

- Strategizing and executing multichannel fundraising campaigns, tracking donations and writing thank you letters
- Increased ticket sales to SUITE/Space festival by almost 20%
- Designing and writing e-blasts, social media posts, posters, and programs for productions and special events
- Crafting engaging, accessible content for Facebook, Instagram, and Twitter/X; increased Instagram following by 22%
- Optimizing user experience on Wordpress-based site and building new pages

Virtual Research and Development Assistant: JW Unlimited Films, Los Angeles, CA June 2020 - January 2024

- Built brand identity from designing logo to creating portfolio website that showcases independent film producer's work
- Created research database of articles, podcasts, films, and other media relevant to new docuseries in development
- Coordinated shoots, making travel arrangements, and wrote web copy, speculative script, and press releases

Office and Community Manager: Woodward Residency, Ridgewood, NY January 2022 - December 2022

- Managed office for busy real estate development business, construction company, and workspace
- Administered pilot artist residency program in workspace
- Responsible for correspondence, scheduling, invoice processing, reviewing license applications, composing leases, onboarding new residents, and project management
- Event planning including liaising with guests, operating audio/visual system, and sourcing materials and vendors

Audio Visual Technician: Markey's, Austin, TX February 2016 - March 2017

- Operated video, audio, lighting, and internet equipment at large-scale parties, conferences, and exhibits
- Directed set and strike crews of up to twenty people; supervised outside audio visual and decorating companies load in and out
- Trained new employees on equipment and standard operating procedures

Graphic and Web Designer: Innography, Austin, TX July 2015 - November 2015

- Supported director of digital marketing and branding in all aspects of production
- Created gifs, blog and graphics and designed layout of printed materials
- Wrote and edited company blog posts

Assistant Graphic & Web Designer: Sea-of-Green.com, Tempe, AZ November 2014 - June 2015

- Designed banner ads, infographics, and landing pages
- Created style guides for advertisements and product pages

EDUCATION

The Art Institute, Austin, TX

- Professional Certificate in Web Design & Interactive Communications 2015

Tisch School of the Arts, New York University, New York, NY

- Bachelor of Fine Arts in Drama, Art History Minor 2010

SKILLS

Adobe Creative Suite; MS Office; Google Suite; Mailchimp; Canva; HTML/CSS; video editing; motion graphics design; storyboarding; interactive design; event design; actively exhibiting visual artist; multi-award-winning filmmaker; Indoor Place of Assembly Safety Personnel certificate holder.