

# LILY YUH BRADFIELD

Los Angeles // New York

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## EDUCATION

Vassar College, Poughkeepsie, NY

May 2022

B.A., Media Studies Major/Film Minor

GPA: 3.91; departmental and General Honors

## PROFESSIONAL EXPERIENCE

**WHITE, Indie Feature, *Associate Producer***, New York, NY

04/26 - 06/26

- Development: worked closely with EP and Director to develop script and look
- Pre-production: crewed up key team members, casted lead actors, planned/locked shoot days, secured gear, coordinated between all departments for production logistics, aided in creation of line budget, coordinated travel for cast/crew, and supported locking creative
- Production: key member on set coordinating arrival of crew, cast, gear, crafty, and transport between locations; supported AD in scheduling and running set; was second to Director while rolling
- Post-production: ongoing, will be coordinating between departments and sitting in on edit sessions

**VIRGIN RIVER S8, Netflix, *Writers Production Assistant***, Los Angeles

09/25 - 04/26

- In a fast-paced writers' room environment, supported the writing staff of Virgin River S8 (Netflix) with all daily administrative, office management, script, and research tasks. Pitched on minor story elements.

**Prologue Entertainment, *Executive Assistant***, Los Angeles

06/24 - 09/24

*DEVIL IN DISGUISE: JOHN WAYNE GACY* // Peacock; *ZERO DAY* // Netflix; *A HOUSE OF DYNAMITE* // Netflix

- Assisted both Executives Sarah Perlman Bremner and Noah Oppenheim, covered both desks including office management, coordination with production, inbox/calendar management, rolling calls, travel arrangements
- Additionally, supported CE Quinn Wilcox administratively and creatively (coverage, to-watch lists)
- Provided coverage for incoming material, helped in creation of pitch decks, took notes on pitch calls

**HOUSE OF SECRETS, Peacock, *Producer's Assistant***, New York, NY

08/23-12/23

- Assisted in all areas of series production: research, archival, production coordination, as well as on set
- Managed EP's dense schedule, took notes on all production meetings, handled inbox and calendar
- Coordinated communication between departments, ensuring smooth workflow and timely delivery of production tasks

**Lion Television, *Office Assistant***, New York, NY

05/23 - 06/23

- Supported multiple departments during the two-month program: researching for the development team, archiving for production, video editing
- Managed all office administrative duties: Airtable data input, restocking crafty and office supplies, drive management, as well as on set working closely with EPs and DPs, was asked to extend contract

**Vertigo Entertainment, *Coverage Assistant*** (online)

05/21 - 08/21

**Telescope Film, *Editorial*** (online)

05/20 - 08/20

**Cultured Magazine, *Freelance Writer***, New York, NY

05/19 - 12/19

## **PRODUCTION EXPERIENCE**

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|------------------------------------------------------------------------------|---------------|
| WHITE, Indie Feature, Associate Producer, New York, NY                       | 04/26-06/26   |
| SOURDOUGH MINION, online breadmaking course, Key Grip, Los Angeles           | 08/25         |
| WE LIKED YOUR VIBE, award winning short film, Director/Producer, Los Angeles | 06/24         |
| LOVE YOU Adam Sandler, Netflix, Key Production Assistant, Los Angeles        | 02/24 - 03/24 |
| HOUSE OF SECRETS, Peacock, Producer's Assistant, New York                    | 08/22 - 12/22 |
| MEAN GIRL MURDERS, Disney+, Key PA, New York                                 | 05/22         |
| LIBERAL ARTS LAND, short film, Director/Producer, New York                   | 02/22         |

## **SKILLS**

Adobe Premiere Pro, InDesign, Photoshop | Final Cut Pro | Familiar with basics of sound engineering, lighting, camera operation | Final Draft | MS Office Suite | Google Suite | Youtube Creator Studio | Keynote | WordPress | IMDb | Airtable