

Caroline Hoenemeyer

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EDUCATION

Boston University College of Fine Arts
Bachelor of Fine Arts in Theatre Arts

Boston, MA | Spring 2015

EXPERIENCE

72 Hour Hold

Los Angeles, CA | Current

Writer, Producer, Director

- Created shot list with cinematographer
- Communicated casting, acting, and editing decisions with cast and crew
- Created marketing strategy for social media

The Perfect Week

Los Angeles, CA | Current

Assistant Director

- Scheduled shoot days
- Supported director in casting and editing decisions
- Facilitated cast and crew communications

Clit Lit Podcast

Los Angeles, CA | Spring 2019-Current

Creator, Host, Producer

- Set up weekly recording sessions
- Booked comedic talent
- Edited episodes

Dating Myself Seasons 1-3

Los Angeles, CA | Fall 2015-Current

Creator, Writer, Producer, Assistant Director

- Assembled and managed a cast/crew of 25+ people per season
- Completed SAG New Media paperwork
- Oversaw directing and editing decisions
- Scheduled shoot days and film locations
- Submitted work to festivals around the world
- Created marketing strategy for social media
- Registered and copyrighted scripts
- Planned premiere parties for 50+ guests per season

Strictly Platonic

Los Angeles, CA | Spring 2016

Production Assistant

- Coordinated craft services
- Assisted with location scouting
- Picked up equipment

CBS, Criminal Minds: Beyond Borders

Los Angeles, CA | Fall 2015

Casting Intern

- Prepared for and facilitated taped and live auditions
- Audited actor deal memos and contracts
- Analyzed scripts and wrote coverage on them
- Compiled new actor information

SKILLS

Computer: Microsoft Word, PowerPoint, Excel, Google Suite

Languages: Conversational in Spanish; beginner in French and German

Other: Registered Behavior Technician