

Alex Kopnick

Experience

Founding Producer and Lead Facilitator

Dec 2023 - Present

Theatre Write Now | New York, NY

- Designer and lead facilitator for the application process, marketing/messaging, and cohort meeting structure methodology
- Will produce ten new plays generated in the cohort. (Space rentals for rehearsal and performance have already been negotiated.)
- Manager of 6 cohort co-facilitators

Production and Administrative Assistant

Oct 2023 - Present

Seaview Productions | New York, NY

- Ad hoc support for artistic/producorial endeavors to Greg Nobile and Nate Koch
- Research and project point person for confidential theatrical projects

Producer and Production Manager

Dec 2022 - July 2023

BEFORE by Neil Redfields | New York, NY

- Oversaw all facets of film production and post-production as a manager and on-the-ground producer. Addressed all ad hoc tasks and production conflicts.
- Hiring and payment/contract negotiation for all independent contractors (director, production crew, production designer, editor, composer, production coordinator, and colorist)
- Designed \$15,000 budget plan and full project timeline.

Emerging Leaders Group

Oct 2022 - June 2023

Generalist Fellow (Artistic Department)

Ars Nova | New York, NY

- Associate Line Producer and Application Administrator for the ANT Fest 2023
- Point of artistic contact for development programming artists and aided in the technical production for various programming types (Off-Broadway productions, workshops, readings, and special events)
- Aided the Artistic Team in external show coverage and evaluation, Nova Ball 2023 creative planning, project commission management, departmental scheduling, and various ad hoc tasks for all departments.
- Supporting all departments (artistic, development, facilities, finance, marketing, operations, production) in a vast array of recurring and hoc tasks.

Producing Intern

Jan 2022 - May 2022

Adventureland LLC | New York, NY

- Contributed to the production, administration, marketing, and development of *Hamilton: an American Musical's* Broadway and touring productions as well as in-process theatre, film, and television projects
- Communications liaison for external partners, press team, and general management, marketing, touring, and press organizations to ensure organizational success
- Performed script coverage, review aggregation, art book creation, and office maintenance duties.

Specialist Supervisor and Videographer

June 2021 - Aug 2021

G.U.C.I. | Zionsville, IN

- Led all elective staff, (art, drama, photography, farm, sports, video, fitness, and more) in the development and execution of robust, COVID-19 safe/socially distant, curriculum for 200+ campers ages 8-14.
- Managed communications team in the development of 10 promotional and fundraising videos, the daily distribution 200+ photos to parents, and social media content.
- Handled all AV/IT issues, coordinated with vendor and technicians, and executed an array of organizational fundraising, inventory management, and parent-camper projects.

Domestic Content, Management and Sales Intern

Aug 2020 - May 2021

XYZ Films | Los Angeles, CA

- Prepared organizational film slates and administrative documents for annual Film Festivals and Markets (Tribeca, Cannes, American Film Market, Etc.)
- Performed script coverage, contributed to development, fundraising, and sales meetings, and tracked project rights acquisitions for 100+ potential projects
- Assisted in management of filmmakers via meeting scheduling, project research, festival tracking, and script pitching in staff meetings

Founder, Producer, Livestream Operator

April 2020 - June 2020

A Zoom with a View: A Digital Theatre Festival | Remote

- Hired and supervised 62 international collaborators in creating, performing, and marketing 10 original Zoom plays over six weeks of quarantine.
- Developed marketing approach, hiring, and overseeing three graphic designers, 2 social media coordinators and marketing coordinators.
- Hosted, operated, and otherwise supervised charity livestream with hundreds of viewers, raising thousands of dollars through ticket-based donations for The Artist Relief Fund and Black Art Futures Fund

Summary

Ambitious, Eclectic, Kinetic, and Meticulous Creative Leader in Theatre and Film

Technical Skills

American Sign Language (4 Semesters)
Color Correction and Grading
Contract and LOA Drafting
Contractor Hiring and Interviewing
Creative Production Development
Digital and Film Camera Operation
Digital Filing Organization and Methodology
Direction of Talent (SDC Associate Member)
Marketing Strategy/Media Planning
Narrative Planning and Video Editing
Pitch Deck Design
Production Budgeting
Production Crew Leadership
Production Planning
Project Research
PTZ Live Stream Systems
Stage Combat (SAFD Certified Intermediate Actor-Combatant)
Team and Project Management
VFX Editing, Rotoscoping, and Compositing

Creative Software

AI Creative Tools (Dall-E, GPT, Filmora)
Adobe Creative Suite (After Effects, Audition, Indesign, Media Encoder, Photoshop, Premiere)
AVID Media Composer
DaVinci Resolve
Hiring (Backstage, Upwork, Fiverr)
Writing Software (Celtx, Final Draft)

Administrative Software

Airtable
Asana
Google Suite
Industry Finance (Rightsline, Playtime)
Microsoft Office Suite
PDF and E-Signature Tools
Social Media (Meta's Suite, Tiktok)
Streaming Software (OBS, Zoom)
Team Communication (GroupMe, Slack)
Ticketing (OvationTix, Stripe, Eventbrite)
Website Building (Wordpress, Wix)

Education


Indiana University, Bloomington, Indiana (2021)


B.A. Directing and Producing for
Theatre and Film
Individualized Major Program- College of Arts
and Sciences

Certificate: Arts Administration
School of Public and Environmental Affairs

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