

Rena Radford

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www.renae-radford.com

Education

- University of Southern California, Los Angeles, CA
Master of Fine Arts, Animation and Digital Arts, May 2009
- Bradley University, Peoria, IL
Bachelor of Science, Multimedia, May 2006
Graduated Summa Cum Laude; Overall GPA 3.9/4.0

Work Experience

Dreamworks Animation SKG, Glendale, CA;

Central Production Coordinator (Scared), Story/Editorial Coordinator (Scared DVD) (June '09-present)
Central Production Coordinator for the NBC animated Halloween special "Scared Shrekless". Story/Editorial Coordinator for Scared DVD "Spooky Stories". Assistant to the director, producer, art director and vfx supervisor. Additional production assistance for Shrek 4 DVD and MAD Valentine TV holiday special. Tasks are to manage Scared production calendars, coordinate meetings for all departments, coordinate cross site meetings with PDI and India (DDU), take notes, prep and run meetings, arrange travel, arrange executive meetings, prep scripts, prep and coordinate production and scratch recordings, attend recordings, prep and send panels to editorial, and create photostats.

University of Southern California Animation and Digital Arts Dept., Los Angeles, CA;

Teachers Assistant, August 2008-May 2009, August 2007-May 2008

Assisting professors in classes and labs on Maya and XSI Softimage, Visual Effects, Graduate Masters Animation classes, Animation Production and Technique, and Experimental Animation.

Dreamworks Animation SKG, Glendale, CA; Digital Training Intern, (June-August) 2008, 2007

Taught Intro to Flash courses, created graphic designs for studio wide lectures and for the department, scheduled classes/meetings, maintained labs, participated in training courses and performed general office tasks.

Computer Knowledge

- *Platforms:* Windows, Mac, Linux
- *Software:* Maya 2009, XSI Softimage 6.5, Dreamworks Proprietary, Vicon 2.5 Motion Capture, Motion Builder, Boujou, Shake, Adobe Photoshop CS3/After Effects/Premiere/InDesign/Illustrator/Audition/Dreamweaver/Flash/Director, Stop Motion Pro, iStopMotion, Quark, Deck Audio Software, Final Cut Pro, Cacophony Sound Editor, Microsoft Office (Powerpoint, Excel, Word, Outlook - & scheduling w/ Outlook), Filemaker Pro 8. *Programming:* HTML, CSS, PHP, Javascript, Databases- MySQL

Honors

- USC's Student Assistantship Award - Spring 2009/Fall 2008, Spring 2008/Fall 2007
- Portfolio design published in *Graphic Design Portfolio Strategies for Print and Digital Media* 2009
- Bradley University's Dean's List each semester 2002-2006
- Awarded Bradley University's Deans Scholarship 2002-2006
- Photograph "For My Love" published in the *Best of College Photography 2006 Annual*- Sponsored by *Photographer's Forum Magazine* and co-sponsored by Nikon

Select Coursework

Animation Production, Visual Effects, Lighting and Rendering, Character Animation, Motion Capture, Contemporary Animation, Experimental Animation, Compositing/Motion Design, Stop Motion Animation, History of Animation, Life Drawing, 2-D/3-D Design, Design Survey, Advanced Multimedia Authoring, Advanced Web Design, Typographic Design, Graphic Design, Video and Audio Production, Advanced Photography (Digital and Film)