

MICHAEL CHMIEL

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EXPERIENCE

2016 - 2018

PROJECT MANAGER – 48 HOUR FILM PROJECT – NEW YORK, NY

- Wrote, produced, and directed three films and original web content for select distribution, festivals, and competitions within 48-hour targets
- Designed and implemented comprehensive budgets, schedules, and deadlines
- Led teams in meeting key project milestones on location shoots
- Streamlined communications across all talent and crew departments
- Navigated goals in a collaborative and creative manner

2009 - 2018

COPY EDITOR – NEW YORK, NY

- Editor and proofreader on two full-length book manuscripts
- Expedited LOIs and proposals for grant writer of nonprofits (New Jersey Ballet, Learning and the Brain)
- Drafted and organized multidisciplinary course “Hamlet: Shakespeare Reads Freud” (Harvard University/MA General Hospital curriculum)
- Consultant-for-Hire on 13 scripts in development

2012 - 2013

SCRIPTWRITER – D2 CREATIVE, U.S. ARMY, BRAINLAB - NEW YORK, NY

- Penned scripts on \$750,000 budget films for D2 Creative & United States Army
- Developed three full-length scripts for BrainLab Interactive’s *Civil War Experience*

2007 - 2012

FLASH ANIMATOR & HTML CODER – FLY COMMUNICATIONS, NYC

- Spearheaded builds as Lead Flash coder and animator for Amazon Kindle, French Culinary Institute, AGFA, Build America Mutual & NY Jets advertising campaigns
- Implemented HTML coding for NFL, Kahlua, Beefeater, Stoli, The Glenlivet, Wild Turkey, and Build America Mutual websites and emails

2003 - 2006

TAPING & FILMING REPRESENTATIVE – ACTORS’ EQUITY ASSOCIATION, NYC

- Successfully negotiated, drafted, edited, and administered Taping and Filming Agreements between Actors' Equity Association and theatrical producers

- Officiated agreements, concessions, and other legal documents between executive producers and Equity

2002 - 2003

MANAGER – GOTHAM COMEDY CLUB, NYC

- Hired, trained, motivated, and supervised staff of 35
- Scheduled and ensured proper shift coverages
- Responsible for nightly club operations, VIP handling, and end-of-night accounting

EDUCATION

2002 M.F.A. – AMERICAN CONSERVATORY THEATER, SAN FRANCISCO

1997 B.A. ENGLISH LIT & B.A. THEATRE ARTS – UNIVERSITY OF MINNESOTA - MORRIS

SKILLS

- Management
- Writing, producing, directing, performing (credits available on IMDb)
- Digital film editing (FCP X, Premiere)
- Adobe Creative Suites
- MS Suites (Word, Excel, PP, Outlook)
- Basic HTML & CSS

References available upon request