

HELENA EMMANUEL

helena.emmanuel@gmail.com

ON SET PRODUCTION

+	FULL FRONTAL W SAMANTHA BEE PRODIGAL SON (PILOT)	SET PA FIRST TEAM RUNNER	May 2019 Mar – Apr 2018
	Worked closely and communicated directly with first team talent and production team, handled daily tasks and requests from talent and supporting staff, served as liaison between talent and on-set production team		
+	MANIFEST	FIRST TEAM RUNNER	Jul 2018 – Jan 2019
+	KING OF KNIVES	FIRST TEAM RUNNER	May – June 2018
+	FBI (PILOT)	FIRST TEAM RUNNER	Mar – Apr 2018
+	LAW AND ORDER: SVU	ADD'L FIRST TEAM HELPER/FLOAT	Sep 2017 – May 2018
+	SUCCESSION	ADD'L FIRST TEAM HELPER	Oct – Dec 2017
+	RISE	ADD'L FIRST TEAM HELPER	Sept 2017
+	SEVEN SECONDS	ADD'L FIRST TEAM HELPER	April – June 2017
+	ROUGH NIGHT (Reshoots)	FIRST TEAM HELPER	April 2017
+	HOMELAND	WALKIE PA	Sept 2016 – March 2017
+	BLACKLIST: REDEMPTION	FIRST TEAM HELPER	Dec 2016
+	BILLY ON THE STREET	SET PA	June - Aug 2016
+	INSIDE AMY SCHUMER	SET PA	Jan – March 2015

OFFICE

+	ORANGE IS THE NEW BLACK	OFFICE PA	Jan 2018
	Assisted in production office upkeep and general administrative tasks, distributed call sheets and schedules		
+	HAPPY!	PRODUCTION SECRETARY	June – Aug 2017
	Handled and distributed talent deal memos and contracts, corresponded with network and studio staff		
+	LATE NIGHT WITH SETH MEYERS	CONTROL ROOM/PROD INTERN	Aug-Dec 2015
	Managed show schedules, calendar, and scripts for director, ADs, and producers		
+	NICK JR.	TALENT/CASTING INTERN	Oct – Dec 2014
	Coordinated talent for shoots and casting sessions, confirmed talent travel, researched new talent		
+	TUCKER MEYERSON CASTING	CASTING INTERN	Feb – Sep 2014
	Coordinated and assisted in casting sessions, corresponded with agencies and agents		

SELECTED PROJECTS

REPRIEVE (THE INTERVAL)	LINE PRODUCER	SHORT	DIR. LEIGH SILVERMAN	2018
DREAM LOVER (NYU)	LINE PRODUCER	SHORT	DIR. MADELINE STEPHENSON	2016
CHECK PLEASE (NYU)	LINE PRODUCER	SHORT	DIR. DANIEL SOROCKIN	2015
SHADY PINES (NYU)	EXEC PRODUCER	PILOT	DIR. DANIEL SOROCKIN	2015
EASEL R (NYU)	LINE PRODUCER	PILOT	DIR. YONATAN WEINSTEIN	2014
FAKE (NYU)	LINE PRODUCER	PILOT	DIR. KIERAN MULROY	2014

EDUCATION

Tisch School of the Arts, NYU	BACHELOR OF FINE ARTS, FILM AND TELEVISION	2013-2016
	Minor: <i>Business of Entertainment, Media, and Technology</i> , Stern School of Business	

SKILLS

Social media (Instagram, Twitter, Facebook, Tumblr, YouTube, Pinterest)
Microsoft Office

Proficient in Spanish