

# bonnie ophelia

bybonnieophelia@gmail.com | +447887476934

*Hard working, positive and passionate freelance producer with 4+ years of experience within moving image and stills production.  
Highly organised and adaptable. Talented communicator and avid collaborator.  
Multifaceted within the creative industries with a BA in Fine Art & Photography from Camberwell College of Arts.*

## **FREELANCE PRODUCER/PRODUCTION DEPARTMENT (MAY 2024 - PRESENT)**

- Independently managing clients, crews and productions
- Furthering my experience on tv and film sets most recently including Rise of the Footsoler

## **CREATIVE PRODUCER at RAYGUN LONDON (AUGUST 2022 - MAY 2024)**

- Full time lead producer at creative agency Raygun - producing stills, commercials, music videos, short films, branded content / Project managing creative direction and brand design
- *Clients include Nike, Public Health England, Nandos, Footpatrol, Universal Music, Levis, Copa90*
- Managing day-to-day client communication and account management
- Meticulous budget handling in multiple currencies - independently up to 150k
- Solely managing casting, locations, research, crew briefings, scheduling and call sheets
- Scheduling for pre-production through to delivery, time management and sticking to tight deadlines
- Creating risk assessments, monitoring insurance, applying for carnet, health and safety
- Fleshing out creative briefs and treatment design alongside the director
- Building teams from a talent network of freelancers and managing crews up to 50
- Project management for design briefs across multiple time zones
- Quality control - working closely with the director and HOD's to create work at the highest standard

## **PRODUCTION ASSISTANT & AGENT at TRAYLER & RARE (NOV 2021 - JULY 2022)**

- Assistant on large budget projects across lifestyle and food - in office and on set
- *Clients include Costa, The National Lottery, Whatsapp, Barclaycard, Tropicana and KFC*
- Managing 5 food stylists - creating pitch decks, production, budget handling, liaising with clients
- Scouting new talent and outreach

## **PRODUCTION DEPARTMENT - FREELANCE (SEPTEMBER 2020 - AUGUST 2022)**

- Producer/PM/PA for production companies including Visual Artists, Partizan, Plus Another One and Canada London
- *Clients include BBC (Killing Eve), Liu Jo, Zara, Argos*

## **PHOTOGRAPHER - FREELANCE (MAY 2019 - PRESENT)**

- Freelance Photographer primarily working across music, editorial, and fashion
- Highly proficient using Adobe Creative Cloud including Photoshop, Lightroom and Premiere Pro.

## **PERSONAL ASSISTANT (NOV 2020 - JUNE 2021)**

- Personal assistant to director and photographer Sophie Jones
- Cataloguing, archiving and organising all her previous works
- Treatment design for both commercial and personal projects

## **CREATIVE INTERN at TRIPPIN (OCTOBER 2018 - DECEMBER 2019)**

- Creative Internship with Trippin, alongside final year of university
- Photography for editorials with global talent
- Curating and designing visual content for socials
- Assisting with logistics and planning on events
- Point of contact for members of our global community
- Copywriting and transcribing interviews
- Managing website CMS and keeping it updated
- Managing merchandise sales, logging stock and quality control for online store and external hires