

JOY LINDSEY



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Falkner, MS 38629

SKILLS

- Relationship building
- Production scheduling
- Teamwork and collaboration
- Strong communications
- Project Oversight and Management
- Research and Documentation
- Social media promotion of projects

EDUCATION

UCLA

Los Angeles, CA • 05/2015

Postgrad Certification: Writing For Film And Television

Completion of a year-long coursework study encompassing writing for film and television as well as on-campus course studies for production and post-production elements.

Mississippi State University

05/2005

Bachelor of Science: Clinical Psychology

Honoree of the Presidential Scholar Award.

Strength in Cognitive Behavioral Therapy Studies.

PROFESSIONAL SUMMARY

Authenticity, both personally and as reflected in film projects, is a key priority.

Professional with strong background in production, skilled in project management, creative development, and strategic planning. Adept at leading collaborative teams and driving projects to completion under tight deadlines. Known for flexibility and adaptability in changing environments, ensuring optimal results. Expertise includes budgeting, scheduling, talent coordination, and problem-solving with focus on innovation and efficiency.

WORK HISTORY

Winborne Production Company - Producer

Remote + Field • 01/2025 - Current

- Conceived and pitched elements for feature length documentary production and delivery; coordinated logistics, schedules, and talent management for smooth production flow.
- Created, organized, and managed funding strategies and resources. Developed schedules for production.

Invisible Productions - Associate Producer

International/Multiple Film Locations • 01/2023 - 12/2024

- Assisted in the development of creative concepts for a feature length documentary: pitched new ideas, arranged interviews and acquisition of footage for stories, and collaborated with field producers for both domestic and international on-location filming.
- Traveled to both domestic and international locations to manage crews and talent.

Freelance - Creative Consultant

Falkner, MS • 02/2022 - 01/2023

- Partnered closely with senior leadership and creative team; managed client communications and led meetings, providing clear direction and consistent updates on design progress.
- Oversaw technical production and implementation of online creative content.

NBC/Universal - Associate Producer

Los Angeles, CA • 01/2018 - 12/2021

- A Lie To Die For: True Crime Docuseries
- Coordinated production processes throughout multiple departments, provided in-depth research to ensure accuracy of the portrayal of real-life people and events.
- DNA of Murder: True Crime Docuseries
- Collaborated with and provided resources for multiple departments, both in the production office as well as on-location destinations throughout the country.
- Managed multiple projects simultaneously, ensuring timely

completion and meeting budget constraints.

Netflix - Production Coordinator

Los Angeles, CA • 01/2016 - 12/2017

- Norm McDonald Has A Show: Series
- Provided hands-on support during peak production, enabled departments in meeting tight deadlines. Managed interface between departments from production management and writers to art department and craft services.
- Joel McHale Show Starring Joel McHale: Series
- Coordinated with accounting teams to ensure timely invoicing and payments for all media placement; assisted Clearance with legal usage of images and content.

Issa Rae Productions - Writer

Los Angeles, CA • 01/2015 - 12/2015

- Lemonade - Writer, Short Film: Conceptualized, wrote, and edited high-quality content and visually impactful programs under deadline pressure with exciting, captivating, and authentic approach.
- Link: https://youtu.be/ereTv2_PgCs?si=jm9nVwegZy0DT1Xg