

STEPHEN CARRUTHERS. ASSISTANT PRODUCTION COORDINATOR

EXPERIENCE

T&A, TMOs, progress reports, clearances, cast & stunt contracts, onboarding crew, Albert, keeping track of additional, script & schedule distribution and logs, script amendments and memos, credits, organising readthroughs, rehearsals and costume fittings, overseeing insurance requirements such as SOHs and driver's declarations as well as making claims when needed, script amendments, and more.

SKILLS

Final Draft, distribution platforms such as Set Keeper & Croogloo, Team Engine, PO systems such as DPO, Excel, Final Cut Pro & Premiere Pro, Photoshop. Always keeping calm under pressure and working as a team. I have a driving license and my own car with business insurance, in case it is ever needed.

FILM & DRAMA

<u>DATE</u>	<u>TITLE</u>	<u>DIRECTOR</u>	<u>HOD</u>	<u>ROLE</u>
March 25	Jack of Spades Blueprint Pictures	Joel Coen	Emily Eyre	APOC (in house, dailies)
Nov 24	Urchin Devisio Pictures	Harris Dickinson	Maryllis Gonzalez	APOC (pick ups)
Aug-Sept 24	A Pale View of Hills Number 9 Films	Kei Ishikawa	Lee Tolley	Junior PC
Mar-May 24	Promenade Frank and Lively	John Jencks	Christian Rigg	APOC
Sep 23-Jan 24	Playing Nice Studio Canal/Rabbit Track Pictures	Kate Hewitt	Christian Rigg	APOC
Aug - Oct 22	Gangsta Granny Strikes Again! King Bert	Dan Zeff	Steve Ross	PS
July 22	The Gold Tannadice Pictures	Aneil Karia & Lawrence Gough	Christian Rigg	PS (dailies)
Feb - Jun 22	I Hate Suzie S2 Bad Wolf	Dawn Shadforth	Louisa Rawlins	PS
Sep - Nov 21	The Expendables 4 Millenium Media	Scott Waugh	Lionel Frid	PA

SHORTS

<u>DATE</u>	<u>TITLE</u>	<u>DIRECTOR</u>	<u>HOD</u>	<u>ROLE</u>
Jul – Aug 24	Street You Grew Up on S4 Cody Hogarth Productions	Will Williamson	Theresa Larché	PM
May 24	Happy Snaps Willow Films / BFI	Tyro Heath	Jana Pšenková	PC
Jul 23	The Letter 104 Films	Samuel Dore	Theresa Larché	PA
Aug 22	I Can See the Sun But I Can't Feel It Yet Joseph Wilson Films	Joseph Wilson	-	Producer
Jun 21	Isn't it a Beautiful World Joseph Wilson Films	Joseph Wilson	Scott Vennell	PA

May 21	The Leerie Hellmouth Pictures / BFI	Joseph Daly	Kieran Nolan Jones	PA
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COURSES & MENTORSHIP

<u>DATE</u>	<u>TITLE</u>	<u>HOD</u>	<u>ROLE</u>
Aug – Dec 25	BFI Academy 104 Projects CIC	Justin Edgar	PM
Dec – Feb 25	Screenskills - First time scripted feature producing 104 Projects CIC	Justin Edgar	PM
Dec – Feb 25	Disability and Punk Documentary 104 Projects CIC	Justin Edgar	PM

COMMERCIALS, ONLINE CONTENT & MUSIC VIDEOS

<u>DATE</u>	<u>TITLE</u>	<u>FORMAT</u>	<u>DIRECTOR</u>	<u>HOD</u>	<u>ROLE</u>
March 25	Xylem x Manchester City Sportfive UK	Content	Peter King	Pamela Pifferi	PA
March 25	EA Sports FC Online ZAP	TVC	Yuyoung Kim	Jody Coffey	PA
Nov 24	Wayfair x Brighton FC Sportfive UK	Content	Peter King	Pamela Pifferi	PA
Oct 24	Anker x Tottenham Sportfive UK	TVC	Peter King	Pamela Pifferi	PA
Jan 24	NatWest Destination Tomorrow Park Pictures	TVC	Georgia Hudson	Bon Walsh	Art Dept Coord
June 23	Samsung Chat GFP BWGTBLD GmbH / ZAP	Promo	Jovan Todorovic	Mark Parsons	PA
Feb 23	Patrick Wolf 'Nowhere Game' Prettybird UK	Music Video	Joseph Wilson	Chris Murdoch	PA
Nov 22	Fila x Haider Ackermann ELF	Promo	Ari Versluis	Erinn Fitzgerald	PA
July 21	Samsung UNKP Cylndr	Content	Guy Soulsby	Claire Green	PA
May 21	On Running 'AW21 Apparel' Prettybird UK	Content	Jess Kohl	Benji Landman	PA
May 21	Waze x Boy George Prettybird UK	Content	Ben Cole	Benji Landman	PA
May 21	Space NK Prettybird UK	Content	Margot Bowman	Paulette Caletti	PA
May 21	Amazon 'The Climate Pledge' Prettybird UK	TVC	Melina Matsoukas	Hannah Cooper	PA
Apr 21	Georgia Twinn 'Moth' Prettybird UK	Music Video	Rei Nadal	Chris Murdoch	PA
March 21	YSL 'Black Opium' Prettybird UK	TVC	Jonathan Desbiens	Hannah Cooper	PA
March 21	Hey Girls 'Seeing Red' Prettybird UK	Content	Margot Bowman	Paulette Caletti	PA

EDUCATION

MetFilm School, Feb – July 2020 - Foundation in Filmmaking short course
NFTS, April - May 2020 - Explore Filmmaking online course

- Screenskills Production Coordinator training
- Screenskills Make a Move (PS to APOC)
- PGGB Production Secretary training

Chapters

020 8747 1203 | info@chapterspeople.co.uk | www.chapterspeople.co.uk

- Albert Sustainable Production training

REFERENCES

Available on request.