

VICTORIA SPEISER

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OBJECTIVE

Motivated and resourceful creative professional with a background in higher education operations and a growing portfolio in film production, festival support, and content development. Seeking opportunities in TV/film/media production where I can apply my organizational, storytelling, and creative resource skills.

FILM AND MEDIA EXPERIENCE

Bushwick Film Festival — *Creative Resources & Production Support Volunteer*
June 2025 – Present

- Created downloadable resources for filmmakers including pitch deck templates, press kit layouts, call sheets, shooting schedules, and film budget templates.
- Designed and authored a “Mental Health for Creatives” toolkit, self-care checklist, and wellness guide for production weeks.
- Compiled legal and logistical assets: copyright/fair use cheat sheets, standardized release forms (talent, music, location), and Volunteer Lawyers for the Arts directories.
- Curated interviews and wellness apps tailored to burnout prevention for creatives.
- Collaborated remotely to enhance filmmaker support tools and promote inclusive, accessible production guidance.

Garden State Film Festival — *Projectionist & Festival Volunteer*
March 2024 - Present

- Operated projection systems for screenings across venues; troubleshoot playback and technical issues.
- Provided backstage and setup support for filmmakers and festival talent.
- Ensured smooth event execution while upholding tight screening schedules.

Phoenix Productions — *Backstage Crew / Set Volunteer*
January 2024 - Present

- Supported live theater productions with set prep, cues, and transitions.
- Managed backstage coordination during live performances.

Waldron Casting — *Background Actor (Freelance)*
2023–Present

- Featured as a background actor in major productions including *American Sports Story* and *Dexter*.
 - Gained on-set experience, industry terminology knowledge, and insight into production pacing and hierarchy.
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EDUCATION & TRAINING

NYU Tisch School of the Arts
Film & TV Industry Essentials Certificate — *Ongoing*

Montclair Film
Editing with Adobe Premiere Pro – July 2025

Montclair State University
Masters in Business Administration – 2020

CREATIVE & TECHNICAL SKILLS

- Adobe Premiere Pro (Beginner)
 - FinalCut Pro (Beginner)
 - iMovie (Advanced)
 - Canva (Advanced – pitch decks, press kits, social content)
 - Google Suite / Sheets / Docs (Advanced)
 - Production Coordination & Resource Creation
 - Set Terminology, Scheduling, & Release Forms
 - Script & Content Formatting (Basic knowledge)
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ADDITIONAL EXPERIENCE

Montclair State University – Graduate School
Academic Success Coordinator
2022 – Present

- Manages onboarding for over 100+ graduate students per term.
- Coordinates major academic events and tracks student progress.
- Built organizational systems transferable to production schedules, call sheets, and team communications.