

BREE BEACH

Edmonton, AB, Canada | breeannebeach@gmail.com

www.linkedin.com/in/bree-lilyk-beach

PRODUCER | PRODUCTION MANAGER | ADMINISTRATOR | COORDINATOR

Award-winning Writer/Producer with 20+ years of experience in media production. Accomplished in creative development, budget creation, pitching, securing financing, and pre/production/post management. Recognized for being friendly and building strong professional relationships with clients, crew, and collaborators. Thrives in fast-paced environments, managing competing demands and delivering on multiple deadlines. Highly organized and detail-oriented. Known for being proactive, solution-focused, with a proven ability to keep productions running smoothly.

CORE SKILLS

Creative Development | Budgeting | Grant Writing | Pitching | Securing Financing | Pre/Production/Post Management | Contracting | Financial Administration | Cost Reporting | Production Accounting

TECHNICAL SKILLS

MS Suite | OneDrive | SharePoint | Google Workspace | Smart Sheets | Adobe Premiere Pro

EXPERIENCE

Clementine Productions, Edmonton

June 2004- Current

Founder, Producer/Creative

[www.clementineproductions](http://www.clementineproductions.com)

- Expertise in creative development, budget creation, pitching, financing including provincial and federal grants, contracting, pre/production/post management, clearances/rights, and production accounting.
- Most recently completed a multi-year contract creating animated content to help children learn the Cree language through traditional stories and Cree history. Assisted producer Harlee Courtepatte from Two Suns Productions with all pre/production/post management. Collaborated with Illustrator/Animator Riley Beach from BearCat Rodeo and Elder Tom Snow. <https://www.youtube.com/@storiesfromtheprairies>. 2023-2024.
- Managed the live taping of the Fringe Show "Colin Mochrie and Friends". Duties included budget management, contracting crew, sourcing and renting equipment, coordinating volunteers and arranging craft services. Krog Street Films. 2024
- Provided creative development, illustration and animation services for "Back Home Again", short film featuring voice performances by Bill Burr, Norm MacDonald, Martin Short, Michael J. Fox, Eugene Levy, Catherine O'Hara, Tom Green, and many others. Screened at dozens of film festivals. <https://www.youtube.com/@backhomeagainmovie>. 2019-2020
- Provided writing, illustration, animation, voice over and sound design services for "Tiny Plastic Men", a sketch comedy television series. Mosaic Entertainment/Superchannel. <https://www.youtube.com/@TinyPlasticMen>. 2012-2017.
- Provided writing, illustration, animation, voice over and sound design services for "Kenny vs. Spenny Christmas Special", television special. Showcase. 2010.

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- Produced and co-wrote “Sterile Atomic Fly”, an animated short comedy. Screened at the Edmonton International Film Festival and won a Banff International Television Festival Pilot Competition Award. 2010.
- Produced and co-wrote “Spicybackpain Short Shorts”. Short cartoons licensed to MTV Networks/Atom films.. <https://www.youtube.com/spicybackpain>. 2010.
- Producer “Dog Watch”. Short live action comedy. Accepted into Edmonton International Film Festival. Nominated for Best Dramatic Under 30 Minutes AMPIA Awards.2005.
- Produced and co-wrote “The Morrison Project”. 45 min sketch comedy. Screened at Edmonton Princess Theatre April, Niagara Falls Indie Film Festival & Canmore 7 Min Film Festival. Nominated for Best Dramatic Under 30 Minutes AMPIA Awards. 2004.

National Film Board of Canada, Edmonton

June 2012 - November 2024

Administrator - North West Centre

- Worked on hundreds of productions; notably Oscar nominated short animation “The Flying Sailor”, Canadian Screen Award winning documentary “nîpawistamâsowin: We Will Stand Up” and Sheffield International Documentary Festival Innovation Award winning interactive digital documentary “Bear 71”.
- Successfully managed an annual allocation of \$1.5 million.
- Made and managed media production budgets as well as yearly operations budgets.
- Managed all financial commitments by preparing cost reports for the Executive Producer as needed and presented a centre financial review monthly to head office.
- Oversaw all contractual commitments for the centre including union contracts with ACTRA, DGC, WGC, and CFM.
- Maintained detailed schedules and project status notes, as well as holding regular project status meetings.
- Trained and supervised 2-3 project coordinators.
- Initiated the transition to a paperless system of filing and tracking projects.
- Oversaw financial administration required for processing PO's, service entry sheets, goods receipts, credit cards reconciliations, travel and expense reports using SAP Accounting Software.
- Ensured financial processes met the Treasury Board of Canada's policies and audit standards.
- Managed database for all of the centre's projects.

Anaid Productions, Edmonton

April 2008 - June 2012

Associate Producer

- Oversaw all funding applications including broadcast licenses, independent funding and federal/provincial tax credits.
- Oversaw companies slate for productions for distribution, liaising with international broadcasters. Responsible for submitting award/festival applications.
- Credits include the documentaries series "The Liquidator", "The Quon Dynasty", and "X-Weighted".

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Lionsgate/NBC Television, Edmonton

January 2008- April 2008

Trainee AD

- “Fear Itself”: Horror Drama television series. Duties included directing extras on set, managing the travel of actors to and from set, assisting with shoot scheduling.

Alberta Motion Picture Industry Association, Edmonton

January 2007 - December 2007

Associate Producer Event Coordination

- Rosie Awards - Coordinated over 50 awards presenters, oversaw nomination reel voice over, and assisted the producer with various other tasks.
- Billington Luncheon - Responsible for Tickets & Sponsorships for Luncheon.

ImagiNation Film and Television, Edmonton

January 2005 - April 2006

Production Assistant

- CFTPA Internship mentored by Nicolette Saina; focused on Film and TV development (creative and financing), administration, accounting, and marketing.

Network One Productions, Edmonton

June 2004 - November 2004

Production Coordinator

- “Alberta: Frontiers and Futures” & “Edmonton: A Historic Journey”: Scheduled TV interviews.

EDUCATION

Producers Emergence Program certificate, NAIT, Edmonton

January 2004 - May 2004

- Focus on film/television fundraising, budgeting and production management.

Set Etiquette and Protocol Certification

November 2002

Radio and TV Communications diploma, NAIT, Edmonton

September 2001 - August 2003

- Studied television production with a focus on writing and producing.
- Studies included: Writing, videography, directing, audio, editing, and producing.
- Produced the documentary "Indecline: Punk Rock & Politics" screened at Metro Cinema.