

Alison Goser

Naples, FL 34114 • Old Bridge, NJ 08857 • (732) 770-2296 • agoserproduction@gmail.com

Summary

Ambitious production professional with 9+ years experience including Producing, Supervising, Coordinating and Assistant Directing in the Film/TV industry. Recognized for my high energy, consistency, and ability to multi-task in highly stressful environments. Specialties include budgeting, scheduling, generating call sheets and production reports, along with building and managing high performance teams. After many years as a local in Los Angeles, I'm currently looking to expand my network on the east coast.

Education

Montclair State University, Montclair, NJ

Bachelor of Liberal Arts in Broadcasting, Cum Laude, May 2010

Certifications

- Member of the Directors Guild of America (ID:028221 – CAT: 2A)
- CSATF Safety Pass Training Program (IL# 0D2A913907)
 - General Safety/Injury and Illness Prevention Program
 - DGPTP – The Directors Guild Producer Training Plan

Software Proficiency

- Microsoft Office Suite
- EP Movie Magic Scheduling
- EP Movie Magic Budgeting
- Final Draft
- Quickbooks
- DropBox
- Google Drive

Professional Experience: Responsibilities

Production

- Build and actualize show budget
- Manage & review financial expenditures
- Arrange production insurance
- File SAG-AFTRA & DGA Signatory Paperwork
- Collaborate with payroll company
- Hire and manage all crew members
- Approve all final locations, crew, gear, and travel
- Sign off on all scheduling and distribution
- Create shareable folder for all film documents in DropBox or Google Docs
- Generate and update crew, cast, vendor, and location spreadsheets daily
- Negotiate and secure locations
- Organize and complete contracts for crew, cast, locations, and vendors
- Complete and apply for permits
- Produce and supervise check requests and purchase orders
- Assemble tech scouts & production meetings
- Log daily cost reports
- Distribute and approve time cards
- Finalize and approve all payroll documentation
- Manage catering and ensure all allergies and dietary restrictions are met
- Coordinate gear orders, pickups and returns
- Collaborate with transportation coordinator on trailer needs, moves, and supplies
- Organize script & title clearance
- Complete and apply for out of state tax incentives
- Handle all travel arrangements, hotels, per diem and on location vehicles

Assistant Director

- Generate and update production schedules
- Ensure expected daily film progression is met
- Prepare and adjust daily call sheets and production reports
- Tag and distribute approved call sheets, maps and sides
- Allot sufficient time to get cast through each vanity department
- Keep constant communication between set and basecamp
- Log Exhibit G's
- Record incident reports
- Manage on the day logistics
- Coordinate Background Actors at basecamp and on set
- Clarify all department heads are up to speed on the days needs
- Conduct safety briefings each day
- Maintain and adhere to industry standard safety protocols

Professional Experience: Project History

Production

Assault on VA33, Deinstitutionalized Feature Film, 2019

Line Producer

Check Inn to Christmas, Hallmark Feature Film, 2019

Line Producer

FraXtur Season 1, Deinstitutionalized Web Series, 2018

Producer

Deadly Shores, MarVista Feature Film, 2017

Associate Producer

A Second Chance, Deinstitutionalized Feature Film, 2017

Line Producer

Circus Kane, Deinstitutionalized Feature Film, 2016

Associate Producer / Line Producer

The Wrong House, Lifetime Feature Film, 2016

Production Supervisor

The Crooked Man, SYFY Feature Film, 2016

Production Supervisor

The Flight Before Christmas, Lifetime Feature Film, 2015

Production Supervisor

Middle Man, Deinstitutionalized Feature Film, 2015

Co-Line Producer

Ominous, SYFY Feature Film, 2015

Production Supervisor

Minutes to Midnight, Deinstitutionalized Feature Film, 2015

Line Producer

3-Headed Shark Attack, SYFY Feature Film, 2015

Line Producer

Kart Life Season 1, TruTV Series, 2014

Assistant Production Coordinator

Dancing with Werewolves, Pecosborn Productions Feature Film, 2014

Production Supervisor

They Want Dick Dickster, Deinstitutionalized Feature Film, 2014

Line Producer

Mercenaries, Showtime Feature Film, 2014

Line Producer

Bloodlake: Attack of the Killer Lampreys, Animal Planet Feature Film, 2014

Production Supervisor

Finders Keepers, SYFY Feature Film, 2013

Production Supervisor

Dear Secret Santa, Lifetime Feature Film, 2013

Assistant Production Coordinator

The Last Templar, Ryan Hawkins Productions Short, 2013

Line Producer

Silicon Assassin Season 1, Web Series, 2013

Line Producer / UPM

After Midnight, Retromedia Ent. Feature Film, 2013

Production Coordinator

A House Is Not a Home, Deinstitutionalized Feature Film, 2012

Unit Production Manager

Battledogs, SYFY Feature Film, 2012

Unit Production Manager

Abner The Invisible Dog, Synthetic Filmwerx Feature Film, 2012

Production Coordinator

Shark Week, The Asylum Feature Film, 2012

Production Coordinator

Bigfoot, The Asylum Feature Film, 2012

Unit Production Manager

11/11/11, The Asylum Feature Film, 2011

Unit Production Manager

Celebrity Sex Tape, The Asylum Feature Film, 2011

Production Coordinator

American Warships, The Asylum Feature Film, 2011

Production Coordinator

Assistant Director

A Christmas Princess, ION TV Feature Film, 2019

2nd Assistant Director

Staged Killer, ROE Feature Film, 2018

2nd Assistant Director

Deadly Shores, MarVista Feature Film, 2017

2nd Assistant Director

Fiancé Killer, Lifetime Feature Film, 2017

2nd Assistant Director

Witness Unprotected, MarVista Feature Film, 2017

2nd Assistant Director

Framed by My Fiancé, Lifetime Feature Film, 2017

2nd Assistant Director

A Wedding to Die For, Lifetime Feature Films, 2016

2nd Assistant Director

Stage Fright, Lifetime Feature Film, 2016

2nd Assistant Director

The Twin, Lifetime Feature Film, 2016

2nd Assistant Director

Vermont Christmas Vacation, ION TV Feature Film, 2016

2nd Assistant Director

Unwanted Guest, Lifetime Feature Film, 2016

2nd Assistant Director

Sniper: Special Ops, Lionsgate Feature Film, 2015

2nd Assistant Director

The Christmas Gift, Lifetime Feature Film, 2015

2nd Assistant Director

Holiday Road Trip, ION TV Feature Film, 2013

2nd 2nd Assistant Director

All I Want for Christmas, Lifetime Feature Film, 2013

2nd Assistant Director

Secret House, Lifetime Feature Film, 2013

2nd 2nd Assistant Director

Attack of the 50 Foot Cheerleader, ION TV Feature Film, 2011

1st Assistant Director

Fragments, USC Thesis Short Film, 2011

2nd Assistant Director

Give Up the Ghost, USC Thesis Short Film, 2011

2nd Assistant Director

Asking Alexandria: Through Sin and Self Destruction, Music Video/Short Film, 2011

2nd Assistant Director

**References Available Upon Request*