

# CHADWICK RAY

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Quick thinking, logistics loving, and collaborative leader with over 14 years of industry experience in creating, producing, and troubleshooting live events, festivals, concerts, film and tv. I am a self-driven and motivated “people person” who works well under pressure to ensure high quality production in a variety of entertainment genres. Life is about the memories. Memories are created from experiences. I strive to ensure those experiences are seamless.

## FREELANCE AT A GLANCE

### SITE COORDINATOR

- ✓ Collaborated with venue, staging supervisors, and production managers to coordinate daily schedules of ingress and egress for all daily deliveries
- ✓ Created and managed location and parking maps for all talent buses
- ✓ Designed and installed security perimeter for events to include measurement and ordering barricades
  - **ABC NETWORK:** CMA Awards, 2014 – 2017
  - Joe Lewis Company: NBA All-Star Weekend, 2017
  - **VIACOM:**
    - **CMT Crossroads**, 2016:
      - Maren Morris and Alicia Keys
      - Thomas Rhett and Nick Jonas
      - Charles Kelley and Rob Thomas
      - Luke Bryan and Jason Derulo
    - **CMT Ultimate Kick-Off Party**, Running4Cover - NCAA National Championship – 2015

### PRODUCTION COORDINATOR

- ✓ Collaborated with production manager to organize and manage content grids, assisted with research, and created internal presentations
- ✓ Prepared and delegated logistics of shoot relocations to ensure all parties arrive according to schedule
- ✓ Managed expense accounts to stay within projected budget
- ✓ Controlled on set cash flow to include petty cash, corporate credit, and reconciling daily balances with receipts
- ✓ Organized, managed and delegated daily responsibilities for teams of production assistants
- ✓ Assisted production manager and line producer to create and update daily schedules to ensure compliance to avoid over-time
- ✓ Managed all paperwork for staff to include purchase orders, SAG/Taft Hartley union paperwork, timecards and meal penalties
- ✓ Organized nutrition for all crew
- ✓ Ordered supplies needed for each shoot to include office, camera, tent, radio, grip and electric equipment, etc.
- ✓ Oversaw hiring, procurement and casting of “extras” for various live and video productions
  - **I AM 2018:** Martin Luther King, Jr. 50<sup>th</sup> Anniversary March, 2018
  - **HULU/ESPN:** Collaborative Commercial, Winter Films, 2017
  - **V2 FILM:** “NHL Road to Winter Classics”, 2015 – 2016
  - **TRAVEL CHANNEL:** “36 Hours”, Bungalow Media, 2015
  - **ANIMAL PLANET:** “Treehouse Masters”, Stiletto, 2014
  - **FOX:** “American Country Countdown Awards”, Dick Clark Prod., Credentialing, 2014

## SECURITY COODINATOR

- ✓ Coordinated and managed multiple security companies with respective talent assignments, site locations and individual level of access
- ✓ Acted as liaison between security teams for both venue and individual talent
- ✓ Managed and implemented budget for all security
- ✓ Created credentialing boards to show security access points
- ✓ Produced venue and “Dot Maps” for delineating foot and vehicle traffic flow with respect to road closures and police officer, guard and usher locations
  - **VIACOM:**
    - **CMT Music Awards**, 2014 – 2018
    - **CMT Artist of the Year**, 2014 – 2017

## PRODUCTION ASSISTANT

- ✓ Directed and organized all manual labor required on set
- ✓ Orchestrated travel for talent, crew, and gear between set locations
- ✓ Engineered structures for tents, video village tech headquarters and set office
- ✓ Acted as liaison between producers, directors, and production team for each show
- ✓ Assisted with set up of flags, C-stands and bounce boards dependent on venue regulation as as need required
- ✓ Helped to organize and move audience members
- ✓ Coordinated release paperwork as needed for talent, appearances, locations, non-disclosure agreements, art, music, etc.
  - **PANDORA:** Commercial, Partizan Entertainment, 2017
  - **JACK DANIEL’S** Commercial Series:
    - NBA Spot - Independent Media, Inc. 2017
    - “Whiskey Making TV” - Anonymous Content, 2015
    - “Honey Jack” - Reset Co., 2015
  - **MUSIC CITY FOOD & WINE FESTIVAL:** C3 Presents, 2016 – 2018
  - **ARBY’S:** Commercial, Froomer Pictures, Ltd., 2017
  - Chris Young (ft. Cassadee Pope) Music Video: “Think of You”, Rukus Films, 2015
  - **A&E NETWORK:** “Crazy Hearts: Nashville”, Eastern, 2013

## STAGE MANAGEMENT AND DIRECTING

- ✓ Controlled flow of show according to script and schedule
- ✓ Navigated and resolved all logistical problems as they arose
- ✓ Oversaw placement of all props to pre-planned locations for show
- ✓ Made sure all bands, speakers, and talent were prepared, available, and on schedule
- ✓ Dan Tyminski Music Video: “Southern Gothic”, Sequitur Films, 2017
  - **BEACHBODY, LLC:** Coach Summit, 2015 – 2017
  - Cassadee Pope Music Video: “I Am Invincible”, Moo Creative Media, 2015
  - **COACHELLA**, Golden Voice, 2015

## POST-PRODUCTION

- ✓ Digitized all video footage for all editing purposes
- ✓ Created an organized of all footage, graphics, music, and filters
- ✓ Aligned all content within the timeline to ensure completion of the desired ending product
- ✓ Customized all color correction of all footage
- ✓ Adjusted and manipulated audio files for functionality within confines of timeline
- ✓ Restructured final product into desired format.

- **ABC NETWORK:**
  - **CMA Fest**, Storyville, 2017
  - **CMA Awards**, Bumper and Nominee Packages, 2013
- **AMERICAN FOOTBALL COACHES ASSOCIATION AWARDS**, Taillight.tv, 2017
- **LIFEWAY CHRISTIAN RESOURCES:** “Ministry Grid”, Master Editor, 2011 – 2013
- “Date This”, Digital Short Film, 2010
- **MOSSY OAK PRODUCTION:** “Mossy Oak Classics”, Master Avid Editor, 2005-2007

## CURRENT EMPLOYMENT

BearCom, *Manager of Rentals & Distribution*, Nashville, TN, 2018 - Current

Manage rental and distribution office for 2-way radio communication and antennae systems utilized in events including but not limited to conferences, live tv, concert tours, festivals and film sites. Duties include initiating and creating price quotes from customer contact to coordinating delivery of equipment to site. Additional duties include office management of an intimate staff to test and program outgoing equipment, problem solving technical issues and follow up with clientele to ensure the highest quality of customer satisfaction.

## EDUCATION

Bachelor of Arts in Communication - *Magna Cum Laude*, Mississippi State University, Starkville, MS; 2005

- Lambda Pi Eta National Communication Association Honor Society
- Sumner Scholarship Recipient
- Mississippi State University Nashville Alumni Chapter Officer

## TECHNICAL SKILLS

- Data Management:
  - Mac OS including Pages and Numbers
  - Windows and Microsoft Office
- Video and Photo Editing and Publishing Software:
  - AVID, Final Cut Pro, Quark
  - Adobe Creative Suite:
    - Premiere Pro, Photoshop, Light Room, InDesign