Drew Michele

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Collaborative writer-director and production professional with 10+ years of entertainment-industry experience. Skilled in leading creative projects, solving on-set challenges, and supporting teams from pre-production through post-production.

Skills

Production: Project management, budgeting, scheduling, call sheets, permits and insurance, fundraising, set operations, craft services
Creative & Post: Creative storytelling, content creation, Adobe Premiere Pro, Adobe Audition, DaVinci Resolve
Administrative: Contract negotiation, Microsoft Office, Mailchimp, data entry, customer service, valid driver's license

Selected Production Experience

Writer/Director & Independent Producer | *THE LAST AGENT (Short Film)*
Jan 2023-Present

- Lead the project from development through post-production, shaping its creative vision and narrative.
- Manage budgeting, fundraising, marketing, scheduling, hiring, permits, insurance, and production deadlines.
- Run a collaborative set and incorporate feedback to strengthen the script and final film.

Assistant Director & Assistant Producer | *BUFFALO (Short Film)*
Jul-Sep 2024

- Coordinated pre-production schedules, call sheets, logistics, and crew communication.
- Managed set operations during shoots to maintain safety and keep production on schedule.
- Supported fundraising and audience development efforts that raised more than $10,000.

Director | *TRASH PANDA COMEDY SKETCH (Sketch Comedy Series)*
Jan-Aug 2024

- Partnered with the creators to develop and direct "Mizzuri Gurl & Florida Gal" in alignment with their brand.
- Built a supportive set environment and guided the team through editing and post-production.

Script Supervisor | *HAMSTER IN MY HEAD (Short Film)*
Summer 2024

- Logged notes and tracked actor and scene continuity during filming.
- Prepared clear, organized reports for the director and editor.

Script Supervisor | *THE PICNIC (Short Film)*
Summer 2024

- Logged notes and tracked actor and scene continuity during filming.
- Prepared clear, organized reports for the director and editor.

Production Assistant | *SO&SO (Short Film)*
Mar 2024

- Supported set dressing and served as a stand-in during lighting setups.
- Assisted craft services and responded to on-set needs from producers and the director.

Volunteer Experience

Outlast Arts and Education, Pine Ridge Indian Reservation, SD ***Jan 2018-Jan 2020***
Artist Mentor, Camp Coordinator & Content Creator

- Created fundraising content and built business partnerships to secure donations for the 2018 and 2019 film camps, which provided free advanced film and media education to Native and Black youth.
- Developed and taught an acting curriculum for camp participants.
- Planned daily camp logistics.

Education

University of Florida, Gainesville, FL ***2015***
Bachelor of Arts, Theatre
Bachelor of Science, Telecommunications