

~MELISSA FORNABAIO~
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PROFESSIONAL EXPERIENCE:

TRUE ENTERTAINMENT New York, NY *October-November 2011*

Story Producer: Clean House NY for Style Network

- Wrote scripts for hosts, supervised multiple edit rooms, and strung out rough story edits using Avid

MTV2/SPIKE ON AIR PROMOS New York, NY *August-September 2011*

Post Producer: Bellator Fighting Championships Season 5 Preview Show

- Wrote scripts, prepared papercuts of soundbites, and strung out rough story edits and fight shots using Avid
- Supervised multiple edit rooms, worked with AEs, and audio mixer to deliver show on time

BISCHOFF HERVEY ENTERTAINMENT New Jersey & New Orleans, LA *February-July 2011*

Producer/Segment Producer: reality shows Big Easy Brides for WE tv and Bear Swamp Recovery for truTV

- Collaborated with directors, talent, company and network executives in the blocking of scenes and storylines
- Supervised segment teams and distributed creative and logistical needs from the EP and Supervising Producer to production, story, cast, and crew and oversaw execution on set
- Worked with casting to select main and background characters, edited clips, wrote character descriptions and short pitches for network approval; directed talent in the field for OTFs, promos, and web content
- Scouted, secured and permitted locations for shooting
- Obtained vehicles such as cars, trucks, tractor-trailers, carnival equipment, buses, hot air balloons, and more

TV LAND New York, NY *April 2011*

Backstage Producer: TV Land Awards

- Conducted backstage interviews with Liza Minnelli, Bill Cosby, Barbara Walters, Regis Philbin, Jane Lynch, John Travolta, Michael J. Fox, Hall & Oates, Stevie Wonder, and many more for main show and post show

FUSE NETWORKS New York, NY *November 2005-December 2009, August-December 2010*

Producer/Writer/Director: Top 40 of 2010 (4 hr special), Top 20 Countdown, Hip Hop Shop: Snoop Dogg, Rihanna: On The Record, Voodoo Experience 2009 & 2008, Fuse Noise News Packages, Talking Metal on Fuse, Warped Wednesday 2007-2009, Fuse Live from Lollapalooza 2008, Fuse Xbox Summer of Music: Virgin Fest Toronto 2008, Warped Hall of Fame, Drive Stories, Fuse Celebrity Playlist (35 episodes), F-List (165 episodes)

- Managed teams of field producers, associate producers, production assistants, writers, interns, post-producers and editors; directed camera crews and hosts in the field and collaborated with outside production companies
- Booked, interviewed, directed and collaborated with high profile celebrities and industry professionals
- Researched stories and facts about the music industry and wrote scripts for on-air talent and voice-overs
- Creatively implemented product and sponsorship integrations for X-Box, Playstation, Nintendo DS, Twix, Activision, Kia Motors, Scion, F.Y.E, The Truth, Nokia, Adidas, Kodak, I.T.T. Tech, and more
- Worked closely with the Multi-platform team producing specialized content for Fuse On Demand, Fuse Mobile, and Fuse.tv, as well as providing content for the Promos and Press departments
- Proficient in filming with professional cameras and editing on both Avid and Final Cut Pro; oversaw delivery specs, audio mixes, and voiceover sessions
- Obtained and licensed footage, photos, and music to air on all platforms and internationally

PERHAPS MEDIA Brooklyn, NY *February 2005-July 2010, March 2011*

Director/Producer/Production Manager/Development/Assistant Editor

- Hired and supervised production crews and talent, secured locations and crafts services, and prepared location and guest releases for documentaries, music videos, corporate presentation tapes, and webisodes
- Developed, researched, and copyrighted concepts, created presentations, and pitched to network executives
- Drafted budgets, secured funding and handled payroll, completed Travel and Expense reports
- Scheduled meetings and shoots, created deadlines for edits, client approvals, and deliveries
- Edited, logged, captured and converted HD and SD footage into digital files for the web using Final Cut Pro
- Top Three Finalist in Current TV short-form documentary contest in 2006 for directing "Vegan Parenting"

MTV NETWORKS New York, NY

January 2010-February 2010

Coordinating Producer for Special Events Department: MTV Upfront 2010

- Oversaw delivery of graphics, videos, and music for event for advertisers at Hammerstein Ballroom by working closely with Promos, On-Air Design, and Production teams
- Supervised writers, proofread all copy and distributed to network executives for approvals
- Scheduled meetings with network talent, department heads and producers
- Worked with the technical director and audio engineers to load all elements and test for quality control on site

CITY LIGHTS TELEVISION New York, NY

September 2008-March 2009

Producer/Director: Wingman on Fine Living Network

- Directed camera crews and talent, casted extras and experts, and secured locations and props
- Oversaw online and offline edits, audio mixes, outputs and deliveries of masters and sub-masters
- Collaborated with writers and host in scripting storyline, bits and voiceovers

JARRETT CREATIVE GROUP Hoboken, NJ

March 2005-September 2005, August 2008

Producer/Field Producer/Associate Producer/Script Supervisor

- Directed documentary field crews and interviewed musicians, fans, and crew for a day-in-the-life look at touring with Warner Brothers artists My Chemical Romance, Kevin Devine, and The Veronicas
- Oversaw and assisted in loading and editing on Final Cut Pro
- Commissioned original theme music for promos, artwork for music videos, and graphics for reality pilots by working with independent artists and vendors
- Produced videos for the launch of The Wall Street Journal's Weekend Edition paper that were cutting edge, creative, and in line with their style guide and rebranding
- Worked with post-production facility Broadway Video to create graphics, edit schedules and dub deliveries

THE OXYGEN NETWORK New York, NY

2005-2006

Segment Producer: Oxygen Custom Concerts

- Produced show open and bumper packages for five concert specials featuring Nick Lachey, Natasha Bedingfield, LL Cool J, Bo Bice, Patti LaBelle, Joan Osborne, Trisha Yearwood, Toni Braxton, Gavin DeGraw, The Wallflowers, Carole King
- Oversaw editors, acquired music and videos, worked with assistant editor, loaded and strung-out footage on Final Cut, and assisted Series Producer by attending final outputs and audio mixes
- Scripted copy, booked talent and engineers, and produced voiceover sessions
- Compiled and edited thousands of fan questions from Oxygen.com to ask celebrities during interviews
- Worked with the graphics department to produce customized bumper, lower third, and show open graphics

FEARLESS ENTERTAINMENT New York, NY & Orlando, FL

2004-2005

Post Production Coordinator/AP/Assistant Editor: Nokia Unwired and Nokia Presents Hard Rock Live

- Conducted interviews with musicians and fans for on-air, MTV.com, and Nokia mobile content
- Digitized, color-corrected, sub-clipped footage using Avid
- Point of contact between production company and network regarding creative, standards, and clearances
- Prepared and distributed materials to MTV executives for review, MTV Online and On Air Promos, Talent Relations, Music and Media Licensing, and Closed Captioning
- Completed detailed logs for producers during live concerts from the truck and by transcribing all tapes
- Scheduled pick-ups and deliveries of tapes from Orlando to New York

MTV NETWORKS/VIACOM New York, NY

November 2001-December 2004

Associate Producer/Production Assistant/Intern Supervisor/Intern

- Scripted and produced packages, transcribed footage, created comp reels, compiled research and completed detailed logs for producers and editors for shows on MTV & VH1
- Digitized and logged footage using Avid Media Composer and oversaw audio mix sessions
- Assisted TRL Casting Director with coordinating audience participation and daily casting
- Supervised interns and created a work schedule to meet the production needs of all shows
- Researched bits for writers and comedians and locations and equipment rentals for production coordinator, assisted art department with purchasing and building sets and props, and inventoried production's assets, props, and supplies for Comedy Central's "Crank Yankers" season 1