

OLIVIA LEE

DIGITAL MEDIA CREATOR & FILM DIRECTOR

Filmmaker and content creator with over 5 years of experience in video production, public relations, and branded media.

Demonstrated history working in leadership/directing roles within the creative media space.

972-821-6111

Oliviawlee.com

owl@pdx.edu

Portland, Oregon

WORK EXPERIENCE

Video Production Specialist

Higher Ed in Prison Program at PSU / Feb 2023 - Present

- Producing a video project series with the Higher Education in Prison Program (Project Rebound) at PSU

PR Coordinator

Littman+White Galleries / March 2021- Present

- Strategized, produced, and maintained digital content across all platforms, including (but not limited) to websites, social media, email newsletters, and promotional posters.
- Developed a video series of local artist spotlights

Marketing Director

Sub-Basement Studios / January 2023 - Present

- Published eight articles each month, wrote well-structured press releases, and developed media backgrounders.
- Worked under tight restraints and never missed a deadline.
- Utilizing graphic design skills and social media content creation to maintain the organization's community engagement

Freelance Writer

Eater Portland / September 2022- Present

- Writing food journalism pieces for the Eater Portland (Vox Media)
- Knowledge of the Portland's culinary space and food scene

Multimedia Editor

PSU Vanguard / January 2021- August 2022

- Oversaw the multimedia column of the Portland State University newspaper
- Produced and recorded weekly podcast segments for our 'What a Week' news series on Spotify
- Managed and led a team of freelance contributors within the multimedia column
- Developed video content for the Vanguard Youtube channel

EDUCATION

B.A. Film & Communication Studies

Portland State University / 2023

SKILLS

Film & Branded Media Production

- Directing and video production experience
- Project development and management
- Designing pitch decks and production books
- Collaboration

Creative Software

- Adobe Creative Suites: Premiere, Photoshop, InDesign, Illustrator & After Effects

Brand Identity & Social Media

- Social media presence and content creation
- Understanding of SEOs and digital trends
- Brand strategy, user engagement and growth

Web Development

- Webflow, CSS, Squarespace

SELECTED PROJECTS

Narrative

- *Harper's World* (short film) - Director
- *Don't Trip* (short film) - Director
- *It's Not The Same Anymore* (short film)- Director & Writer
- *Blow me* (short film)- Writer/Director & Co Producer

Branded media + Journalism

- Oregon Ravens WNFC brand story- *Videographer + Editor*
- Oregon Ravens Social media Promo- *Videographer+ Editor*
- PSU Vanguard AAPI month video- *Creator*
- Tov Coffee video feature- *Creator*
- Eater Portland Caribbean food article- *Writer*
- Eater Portland Cuban food article - *Writer*
- Eater Portland PSU dining article - *Writer*