

Toni Edelman

WORK EXPERIENCE

PRODUCTION ASSISTANT

SFFILM | April 2025–May 2025

- Managed setup and breakdown of special events, with flexibility for early morning and evening schedules.
- Worked with the operations team and event staff to ensure successful event execution.
- Transported and handled equipment between San Francisco theater venues.
- Provided professional assistance to filmmakers, staff, donors, and festival attendees.

PRODUCTION ASSISTANT

Sacred Land Film Project | October 2024–Jan 2024

- Providing strategic social media plans that create magnetic visual stories using audience insights and design tools like Adobe and Procreate.
- Editing video content and photography with precision using Adobe software, delivering professional-grade visual narratives that capture attention.
- Organizing and preparing archival footage and assets for senior editors with seamless, efficient resource management.
- Aiding the orchestration of dynamic event experiences.

INTERN

Acumen Media | June 2023–September 2023

- Created 2D animations for a film garnering 3.9k views for Starbucks, the renowned coffee company.
- Organized over 100 hours of footage and hundreds of digital assets using Adobe software to facilitate the work of senior editors.
- Provided support to filming crews for 2 major projects by assisting in equipment handling and set design during video shoots.
- Provided detailed professional coverage of scripts.

CONTACT INFORMATION

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ABOUT ME

I am a passionate storyteller who thrives on turning vision into reality and creating meaningful connections.

EDUCATION

UNIVERSITY OF OREGON

Bachelor of Science in Media & Cinema Studies, 2024

- 3.78 Average GPA
- Dean's List 2020–2024

SKILLS

- Adobe Creative Suite
 - Premiere Pro, After Effects, Lightroom, Photoshop
- Final Draft 12
- Procreate
- Microsoft
 - Word, Excel, Teams
- Organized campaign manager
- Strategic creative developer
- Versatile multi-tasker
- Creative problem-solver

HOBBIES

- Stop-motion animation
- College/Community radio
- Cooking with family and friends
- Photography
- Hiking