

Jonathan A. Stein, PMP

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Producer/Project Manager with over 15 years' experience in a variety of corporate, broadcast/studio, internet, and non-profit projects.

PROFILE

- Proven ability to deliver high ROI producing successful 4k/HD/35mm projects and productions, from concept development, to execution, to risk management through final client delivery
- Solution-oriented project manager, with extensive experience creating, executing, and tracking schedules and budgets for projects up to \$10 million, using various project management, scheduling, and budgeting platforms.
- Strong relationship building and communication skills with ability to lead diverse cross-functional teams/crews and ensure projects are delivered on time, within budget, and within scope.
- Strong ability to conceptualize, write, shoot, light, record sound, and edit utilizing Adobe Creative Cloud.
- Creative problem solver, able to overcome obstacles, and maximize on available resources to achieve desired results.
- Working knowledge of Adobe Creative Suite, Microsoft Office/Project, WordPress, Camtasia, Trello, Salesforce, and HTML

EXPERIENCE

JAS PRODUCTIONS

Washington, DC
2011-present

Freelance Production/Script Consultant

- Create budgets, script breakdowns, and production schedules for shorts and feature length client narrative scripts
- Consult with writers on narrative scripts and treatments – giving detailed notes and feedback
- Videography, client point of contact, editing, live streaming, virtual sets
- Select clients include:
 - Kaptivate Group – **Video Production Consultant**
 - Hayden5 – **Segment Producer**
 - LeClair Image - **Field Producer/Videographer/Editor** - Corporate and documentary
 - Paul Heller Productions – **Development** – Various budgets and scheduling for feature films
 - Maxamoo.com – **Video Production Consultant**
 - Wanderlust Entertainment – **Development Consultant**
 - Black Eye Productions – **Production Manager/Editor**
 - Spy Pond Production – **Story Development Researcher** – PBS documentary “The Wall: A World Divided”

THE MUSICIANSHIP

Washington, DC
2016-2020

Senior Program Manager/Video Production Consultant

- Project/Program Manager for educational non-profit; overseeing the development of online marketplace application
- Interfaced with stakeholders and vendors – tracking quality control, identifying risks and implementing solutions
- Facilitated project meetings, prepared project status reports, and suggested adjustments to scope, timelines, and resources
- Assisted in developing and identifying risks for project management programs and software solutions
- Executive Produced promo video for Washington Youth Choir
- Brokered and negotiated thirty 45min 4k master class videos on LMS platform. Saved organization over 75% due to direct contract negotiation abilities
- Edited and managed the delivery of select videos for YouTube channel, Instagram, and Facebook

SIRENS MEDIA / INVESTIGATION DISCOVERY

Silver Spring, MD
2015

Associate Producer

“Evil Twins” – 1 hr. re-creation reality series

- Executed pre-production/production of select episodes of one-hour re-creation series
- Spearheaded shoots - all shot on location, including scouting and securing locations, casting, call sheets, managing crew and art department staff; coordinating props transportation, and securing talent release forms for multiple 10-day prep/5-day shoots.

PBS AMERICAN EXPERIENCE/BEN LOETERMAN PRODUCTIONS

Boston, MA

Consulting Producer**2009**

- Created budget, schedule, and shooting script for “The People v. Leo Frank”, an award-winning PBS docu-drama, shot on location in Atlanta, GA. Budgeted at \$1M, the show won multiple awards and received positive reviews.

ACCELA COMMUNICATIONS (Acquired by Kit Digital/Piksel)

Southborough, MA

Interactive Producer/Project Manager**2008**

- Executed cost-effective video solutions at turn-key interactive B2B agency that created online video solutions for Fortune 500 clients -- including technology, government, financial, healthcare, and biotech
- Served as primary point of contact between agency and clients
- Created cost-effective solutions, resulting in delivering on-time, on-budget, in-scope and substantial client ROI
- Cross-functional position that interfaced with internal sales, talent and creative, coding, and proprietary analytic departments.

THE HALSEY COMPANY

Los Angeles, CA

Line Producer/Post-Production Supervisor**2005-2007**

- Managed, produced and supported all phases of projects/shows for networks, high-profile artists, branded content and non-profit organizations. Supervised multiple shows simultaneously, in various domestic locations
- Created cost-effective budgets and schedules for shows ranging from \$20-250K, tracking billing/costs against budget
- Hired staff, booked national crews, scouted locations, and arranged all logistics for diverse productions
- Supervised all crews and in-house/post-production staff
- Worked directly with vendors and supervising quality control to achieve final broadcast delivery
- Reviewed deal memos and contracts
- Maintained internal and external relationships with talent, vendors, executives, unions, contractors, and accountants
- Coordinated insurance and payroll

ALLIANCE GROUP ENTERTAINMENT

Los Angeles, CA

Unit Production Manager**2005**

- Managed and coordinated all departments for \$2.5M Lionsgate genre feature film from pre-production through end of production.
- Created call sheets, schedule, and production reports
- Assisted with budget, interfaced directly with vendors, talent and representation; pulled location permits, booked crew, and reviewed contracts for final execution

PERCERAMBOROL PRODUCTIONS

Los Angeles, CA

Producer/Production Manager**2004-2005**

- Led company that produced genre feature film, distributed in North America by Think Films and Shout! Factory. Licensed in over fifteen international territories with sales exceeding 15,000 DVDs
- Hired and managed over 100 person staff, including booking remote crews
- Developed client, vendor, and talent relationships
- Executed and troubleshot every aspect of production and post-production from development through final delivery – including editing, composer/music, CGI, quality control and masters for distribution to national and international markets
- Created and executed the budget and schedule for a compressed production timeline
- Reviewed contracts, managed payroll, interfaced with vendors and unions
- Tracked actual costs against budget

PREVIOUS EXPERIENCE:

- Eleventh Day Entertainment - **Story Development Executive** – 2000-2001
- Fox Family/Triage Entertainment - “Exploring the Unknown” series - **Story Development Researcher** – 1999-2000
- Wolper Organization/Warner Bros. TV - **Development Assistant/Researcher** - 1997-1999
- Carlyle Productions (Accidental Tourist, Seven) - **Development Assistant** – 1995-1996
- Showtime/ VH1 Behind the Music/Hallmark Hall of Fame - **Script Reader/Story Analyst** – 1994-1996

EDUCATION/CERTIFICATION

BOSTON UNIVERSITY

Boston, MA

Completed "Concepts of Project Management" course - corporate education division

SAN FRANCISCO STATE UNIVERSITY

San Francisco, CA

Bachelor of Arts – Film - Concentration on Producing

PROJECT MANAGEMENT INSTITUTE

PMP (Project Manager Professional) certification

MERITS

"CRITIZEN" – documentary

Producer/Production Manager/Post Prod. Supervisor

Official Selection: Sundance, SXSW and over 15 other national and international film festivals

TIVA-DC

Board Member/Programming Chair

2013-2015

WIFV SCRIPT DC

Script Analyst Panelist

2013-2016

ARLINGTON INDEPENDENT MEDIA

Editor – various music and public affairs shows (Premiere Pro CC)

2014-2015