

Jack Rowley

Producer

07904565332

jack.rowley.film@gmail.com

I currently work at a Production Company creating a range of content for a variety of clients. I also freelance part time as a Camera Operator and work as a Film & TV Tutor remotely.

I am currently producing a feature film as a freelancer.

I hold a full clean driving licence and own my own car which is insured for business use.

Skills

I am an industrious and intelligent individual who always works to the best of my ability in whatever circumstances. I consider myself approachable, adaptable, friendly, respectful and polite. I am comfortable building a rapport with colleagues and have a good sense of humour. I have had numerous and varied roles of responsibility, within employment, University and The Scout Association.

Current Roles

Film Division / Producer

FEBRUARY 2022 - PRESENT, BIRMINGHAM

Duties include;

- Managing projects from creative concept to final delivery
- Client Management, logistics and organisation of the shoot day.
- Investigating new software & streamlining processes in order to improve the quality and efficiency of our content.
- Camera Operating, Directing, Script Writing.

Freelance / Multiple Roles

DECEMBER 2021 - PRESENT, NATIONWIDE

Duties include;

- **Broadcast Camera Operator** – Filming Live Sports Events for Streaming
 - Experience of using Sony PMW 160s, 400s, 500s
 - Experienced in both roaming and static cameras
 - Providing GVs for Pre Match, Half Time and Post Match VTs
 - Filming Pre Match & Post Match interviews, both live and Pre-Rec.
 - Responsible for set up and kit, ensuring image is correct and taking direction.
 - Promotional Videos**
 - Creative Conceptualisation, Client Research, Scriptwriting.
 - Camera & Grip operation, Lighting and Editing.
 - Client Management, logistics and organisation of the shoot day.
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Education

Birmingham City University / PGCE in Post Compulsory Education Training

SEPTEMBER 2016 - JULY 2017, BIRMINGHAM

Staffordshire University / Film Production Technology BSc with Honours

SEPTEMBER 2011 - JUNE 2015, STAFFORD

King Edward VI Five Ways VI Form / 3 x A-Levels, 1 x A/S Level

SEPTEMBER 2009 - JULY 2011, BIRMINGHAM

English Language and Literature – A, Business Studies – A, Geography – B
A/S Levels; Psychology- B

King Edward VI Five Ways Grammar School / 9 x GCSEs A*-C

SEPTEMBER 2004 - JULY 2009, BIRMINGHAM

Awards

A2 Certificate of Competency (A2 CofC) UAV Training – Gained April 2023

Albert Training in Sustainable Production – Gained January 2023

Emergency First Aid Certificate – Gained May 2021

NVQ Level 2 in Spectator Safety- Includes Certificate in First Aid – Gained May 2015.

Have completed courses in FA Level 1 in Coaching Football, FA Emergency First Aid, and FA Safeguarding.

Experience

Heart of Worcestershire College / Film & TV Technician

DECEMBER 2021 - APRIL 2022, BROMSGROVE

Duties included;

- Repairing and maintaining filmmaking kit and equipment.
- Responsible for ordering new/replacement kit and selection of what kit to buy.
- Managing renting of kit and equipment to students and lecturers
- Assisting lecturers with delivering practical elements of course including camerawork, sound recording and studio recording.
- Revamping equipment rental process for students
- Advising students and staff on equipment setups and operation of kit.

Electric House /On The Tools / Branded Video Producer

AUGUST 2019 - NOVEMBER 2021, BIRMINGHAM

Achievements within this role include;

- Senior role within department, developing infrastructure and quality of content.
- Appointed to senior team tasked with developing the business's culture, reporting directly to the board
- Managing & developing two junior members of staff into senior roles
- Developing new processes & streamlining existing ones in order to improve the quality and efficiency of our content.
- Holding training sessions and educating team members on new kit.

Duties included;

- Managing a team including a P.A, Videographer & Editor, and liaising with clients and multiple departments to deliver content to clients
- Overseeing projects from initial concept, to creative development, and shooting, and through the post-production process.
- Directing and managing shoots, including interviewing contributors.
- Managing production timelines and ensuring timely and high quality delivery of content to clients
- Organising multiple project workloads and utilising task management software to accurately report on team capacity to assist in planning for future projects
- Managing project budgets and ensuring projects come in under budget
- Reporting budget spend and hours spent on projects
- Holding creative meetings to develop ideas to be pitched to clients or developed further into treatments.
- Creating and writing treatments
- Managing & developing junior members of staff including monthly & quarterly reviews

Panny Hire/ Operations Manager/Producer

NOVEMBER 2018 - AUGUST 2019, BIRMINGHAM

- Liaising with clients with arrangements for shoots and managing client relations
- Managing kit lists for shoots
- Organising accommodation for crew members on shoots
- Organising logistics for equipment return, factoring in time for testing, use, breakdown and return.

Panny Hire/ Tech Specialist/Videographer

MARCH 2018 - NOVEMBER 2018, BIRMINGHAM

- Preparing and testing a significant variety of film equipment pre and post hire, including Canon C300 MK I & II, Sony FS7, range of RED Cameras, Phantom VEO 4K, and a whole host of accessories including light, grip, sound equipment.
- Crewing shoots for clients in variety of roles, including camera operator, gaffer, DIT.
- Advising clients on any technical questions or queries regarding Panny Hire Equipment.
- Resident specialist on Phantom VEO 4K - high resolution, high frame rate camera.
- Quoting and invoicing for equipment including offering alternatives where out of stock or unavailable.
- Compliance and insurance due diligence including chasing up references for freelancers and first-time hirers.

Halesowen College / Sessional Lecturer

OCTOBER 2017 - MARCH 2018, HALESOWEN

- Delivering material for learners, including creating own resources, planning lessons, planning schemes of work, reporting progress to senior lecturers.
- Supporting teaching and running workshops in Photography and Creative Media
- Collaborating with colleagues to ensure material being covered/learner concerns
- Pastoral care and safeguarding of students, particularly high needs Level 1 Group.

University College Birmingham / Employment Engagement Officer

SEPTEMBER 2017 - MARCH 2018, BIRMINGHAM

- Business Development in sourcing new placement settings.
- Providing Administrative support to the Employability department and students of UCB.
- Performing DBS and DBS Update Service checks for placement students.
- Safeguarding students

Monarch Education / Compliance Officer

APRIL 2016 - MARCH 2017, BIRMINGHAM

- high level of organisation and due diligence required in checking applications for professionals working in schools
- performing DBS and DBS Update Service checks
- performing checks on Barred List (barred from working with children)
- Ensuring references are satisfactory to be employed in various schools

Pauline Quirk Academy / Film & TV Teacher

FEBRUARY 2016 - FEBRUARY 2017, SUTTON COLDFIELD

- teaching 8-18 year olds various different creative disciplines within Film & Media
- planning and delivering lessons to a variety of age defined groups
- providing own teaching resources and learning materials