

Jessica Horrigan  
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## Ordered by Production Type

### Feature Film

**Project Name:** Ferrell Takes the Field

**Type of Project:** HBO Documentary TV Movie

**Role:** Production Assistant (Release)

**Duties:** Had fans that were captured on camera to sign release forms. I traveled to 5 different Spring Training facilities in Arizona to distribute forms for the documentary featuring Will Ferrell and Bert "Campy" Campaneris.

**Duration:** March 2015

**Link:** <http://www.imdb.com/title/tt4861558/>  
<https://www.youtube.com/watch?v=2zthfWPzsM4>

**Project Name:** Beverly Hills Christmas

**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** In this particular project, I was tasked with helping the Unit Production Manager (UPM) with handling walkies, coordinating with crafty, and escorting talent from makeup/wardrobe to the set. I was also left to transport cast and crew to and from homebase.

**Duration:** December 2014 to January 2015

**Link:** <http://www.imdb.com/title/tt4076824/>  
<https://www.youtube.com/watch?v=sppZaOJYhe4>

**Project Name:** Justice Served

**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** I worked in the production office for pre-production and did production research. Was left to oversee signing in/out of other PA's in the office and compile a donations list for production.

**Duration:** April 2014 to May 2015

**Link:** <http://www.imdb.com/title/tt3673732/>

**Project Name:** .357 Six Bullets for Revenge

**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** For this feature film, I was left responsible of wardrobe, setting up crafty, and assist the Assistant Director with any direct tasks.

**Duration:** September 2012

**Link:** <http://www.imdb.com/title/tt2506748/>  
<https://www.youtube.com/watch?v=3XpYSmxlmg0>

**Project Name:** Dirty Little Trick

**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** Assisted the lead Production Assistant with setting up crafty, making runs, and ensuring that all cast and crew were properly hydrated as we were shooting in the desert.

**Duration:** May 2010

**Links:** [http://www.imdb.com/title/tt1667417/?ref=fn\\_al\\_tt\\_1](http://www.imdb.com/title/tt1667417/?ref=fn_al_tt_1)  
<https://www.youtube.com/watch?v=sqkW5WrMR9U>

## **Short Film**

**Project Name:** Contentment

**Type of Project:** Short film

**Role:** Producer

**Duties:** On this particular project, I was left to obtain crew and background actors, create budgeting, oversee on set activities, and film festival distribution.

**Duration:** March 2016 to Present

**Project Name:** Embrace

**Type of Project:** Short Film

**Role:** Unit Production Manager (UPM)

**Duties:** As the Assistant Director, I worked all off-set logistics, daily-to-day production decisions, locations, budget schedules and personnel. I also assisted in the preparation of the production to ensure continuing efficiency and overseeing submissions for film festivals.

**Duration:** September 2015 to Present

**Project Name:** Wanted

**Type of Project:** Short Film

**Role:** Second Assistant Director

**Duties:** For this project, I created and sent out call sheets, helped with on set logistics, coordinated with each department to work in a timely manner.

**Duration:** November 2014

**Link:** <https://www.youtube.com/watch?v=qrzn-y3qVdw>

**Project Name:** Training Wheels

**Type of Project:** Short Film

**Role:** Production Assistant

**Duties:** Helped with slating, setting up homebase, and tasked with anything that needed to be done on set.

**Duration:** September 2014

**Project Name:** Focus

**Type of Project:** Short Film

**Role:** Script Supervisor

**Duties:** As the Script Supervisor, I was responsible for continuity and assuring actors said their lines correctly.

**Duration:** January 2014

**Link:** <https://vimeo.com/135323707>

**Project Name:** What a Night

**Type of Project:** Short Film

**Role:** Writer/Director

**Duties:** Wrote and directed the film for a class project. All classmates helped in the project.

**Duration:** March 2013

**Link:** <https://www.youtube.com/watch?v=FlgNZsPOF6I>

## Live Sports

**Project Name:** Super Bowl 50

**Type of Project:** PMTV Live Broadcast (FOX Sports Mexico)

**Role:** Production Coordinator

**Duties:** For Super Bowl 50, I was left to coordinate traveling accommodations for the crew, translated (Spanish) for the FOX Sports Mexico crew, created crew call sheets, assisted my superiors with priority calls, answering emails, communicating effectively and efficiently. I handled all paperwork including the sign in/out sheet, Union paperwork and anticipated future problems that could arise and solve them before they happen. I also arranged lunches and guided the Production Assistant's with tasks to make the production run smoothly. It was imperative that I work calmly and effectively under pressure whilst contributing to good working relationships, and creating a positive atmosphere on the production.

**Duration:** February 2016

**Project Name:** KC Chiefs v. AZ Cardinals Pre Season Game

**Type of Project:** PMTV Live Broadcast-FOX Sports

**Role:** Production Assistant (PA)

**Duties:** Aid the producer with any task necessary, such as making calls, keeping track of data, arranging lunches, and making runs if needed.

**Duration:** August 2015

**Project Name:** Super Bowl XLIX

**Type of Project:** PMTV Live Broadcast (FOX Sports Mexico)

**Role:** Lead Production Assistant

**Duties:** For Super Bowl XLIX, I was left to coordinate traveling accommodations for the crew, translated (Spanish) for the FOX Sports Mexico crew, created crew

call sheets, assisted my superiors with priority calls, answering emails, communicating effectively and efficiently. I handled all paperwork including the sign in/out sheet, Union paperwork and anticipated future problems that could arise and solve them before they happen. I also arranged lunches and guided the Production Assistant's with tasks to make the production run smoothly. It was imperative that I work calmly and effectively under pressure whilst contributing to good working relationships, and creating a positive atmosphere on the production.

**Duration:** January to February 2015

## **Music Video**

**Project Name:** Dukes Up by Miss Krystle

**Type of Project:** Music Video

**Role:** Assistant Director (AD)

**Duties:** As the Assistant Director, I worked with the Director on Breaking down the script into a shot-by-shot storyboard, determined the shoot order, and how long each scene will take to film. On the day of shooting, I was making sure that we were running on time on the set schedule and making any adjustments needed so that the Director was able to get the best product possible, creatively. I was also tasked with making sure talent was prepared and ready in a timely manner.

**Duration:** November 2015

**Link:** [https://www.youtube.com/watch?v=c8ceTbj1\\_fM](https://www.youtube.com/watch?v=c8ceTbj1_fM)

**Project Name:** End to the Suffering by Ryan Tree

**Type of Project:** Music Video

**Role:** Associate Producer

**Duties:** As this project was based towards Veterans that suffer PTSD, I was left to gather donations for the project and help coordinate with on set logistics. I was successfully able to obtain donations from Einstein's Bagels and Starbucks. While on set, I was making sure that things were running smoothly and in a timely manner.

**Duration:** June to July 2015

**Link:** <https://www.youtube.com/watch?v=1RXbb0EXRss>

**Project Name:** Talk by Julia Klee

**Type of Project:** Music Video

**Role:** Production Assistant

**Duties:** I was held responsible for the crafty table and assisting with loading and unloading equipment.

**Duration:** November 2014

**Link:** <https://www.youtube.com/watch?v=lb7cbsUaMc4>

## **Commercial**

**Project Name:** Vivoom App

**Type of Project:** Commercial - Slogan Media

**Role:** Production Assistant (PA)

**Duties:** For this project, I was stationed inside an AMC theatre and was tasked to attract movie patrons to participate in a short interview after watching their film. This was for a promo video on how the Vivoom App works.

**Duration:** July 2015

**Project Name:** USAA Johnny Damon & Wil Myers Commercial

**Type of Project:** USAA MLB Commercial

**Role:** Make Up Artist/Hair Combo

**Duties:** Prepared San Diego Padres outfielder Wil Myers and former Red Sox player Johnny Damon's hair and makeup. I ensured they were camera-ready at all times.

**Duration:** May 2015

**Links:** <https://vimeo.com/129241229>  
<https://vimeo.com/128931743>

**Project Name:** Messages of Kindness

**Type of Project:** Dignity Health Video Campaign

**Role:** Production Assistant

**Duties:** Assist the camera ops with any technical equipment that they may have needed. I also helped with props and handling talent.

**Duration:** January 2015

**Link:** <https://www.youtube.com/watch?v=hpM9I0xEHCg>

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Ordered by Role

## **Producer**

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**Link:** <http://www.imdb.com/title/tt3673732/>

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**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** For this feature film, I was left responsible of wardrobe, setting up crafty, and assist the Assistant Director with any direct tasks.

**Duration:** September 2012

**Project Name:** Dirty Little Trick

**Type of Project:** Feature Film

**Role:** Production Assistant

**Duties:** Assisted the lead Production Assistant with setting up crafty, making runs, and ensuring that all cast and crew were properly hydrated as we were shooting in the desert.

**Duration:** May 2010

## **Miscellaneous**

**Project Name:** USAA Johnny Damon & Wil Myers Commercial

**Type of Project:** USAA MLB Commercial

**Role:** Make Up Artist/Hair Combo

**Duties:** Prepared San Diego Padres outfielder Wil Myers and former Red Sox player Johnny Damon's hair and makeup. I ensured they were camera-ready at all times.

**Duration:** May 2015

**Links:** <https://vimeo.com/129241229>

<https://vimeo.com/128931743>

**Project Name:** Focus

**Type of Project:** Short Film

**Role:** Script Supervisor

**Duties:** As the Script Supervisor, I was responsible for continuity and assuring actors said their lines correctly.

**Duration:** January 2014