

Nate Tedford

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Education

University of Virginia, Graduated May 2021

Charlottesville, VA

B.A. in English, Minor in Spanish

Cumulative GPA: 3.86; Major GPA 4.0

- One of 14 accepted students in **UVA Area Program of Literary Prose**, for advanced undergraduate writers to pursue serious study of the craft of literary prose writing (fiction, nonfiction, hybrid forms).

University of Virginia Hispanic Studies Program, Valencia, Spain, Fall 2019

- Achieved **fluency in Spanish** and Latin American language and culture through a rigorous strictly-Spanish-speaking course load and living with a local, Spanish-speaking host family.
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Production Experience

Executive Assistant, “That’s My Jam,” NBCUniversal, Los Angeles, CA, Sep.- Oct. 2021

- “That’s My Jam” is an unscripted, music/comedy game show hosted by *Tonight Show* host **Jimmy Fallon**.
- Responsible for calendaring, scheduling, email coordination running, and general administrative assistance for **Showrunner/Executive Producer on the Universal Studios lot**.
- Assisted a number of additional departments including but not limited to:
 - Script team (created and compiled show binders for network and studio executives),
 - Talent (created a database of templates and documents including talent one-sheets and rundowns),
 - Music department (received, organized, and distributed master recordings in a cloud drive),
 - Production (Appears onscreen in “Undercover Covers” game as Robot),
- Maintained a high level of professionalism, discretion, and dedication to all roles and responsibilities.

Production Assistant, Various Projects

- “**The Voice**” **Season 21, NBCUniversal, Universal City, CA**
- “**The Tunnel**” (2021), **Paul Wagner Films/American Focus, Charlottesville, VA**

Writer, Producer, & Actor, WUVA News Inc. - Comedy, Charlottesville, VA, November ‘18–May 2020

- Wrote, filmed, acted in, and edited sketches for publication across WUVA website and social media sites.
- Recipient of several peer-voted awards, including **Best Comedy Video (2019)**.

Creative Director, Uball, LLC, Charlottesville, VA, September 2018–June 2019

- Launched a 2019 Kickstarter campaign that raised over \$40,000 and attracted viral attention (*Pardon My Take*, Bob Menery, Saquon Barkley) and has since signed professional partners like NBA star Jrue Holiday.
 - Responsible for creative and visual design of the Uball brand, including direct management of socials.
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Recent Projects - Writing and Production

- Student at **Upright Citizens Brigade - Sketch 101, Los Angeles, CA, Feb 2022 - Present**
 - **1st Place Winner, 2020 Adrenaline Screenwriting Competition, Fall 2020**
 - Wrote award-winning screenplay *Walton Ranch* (starring *Teen Wolf*’s Tyler Posey)
 - **Overcranked 2020-21** a filmwriting and directing project instructed by industry professionals.
 - **Nanderlands Sketch Comedy Weekly** comedy writing, acting, directing, and editing via social media.
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Additional Professional Experience

Film Administration Intern, Light House Studio, Charlottesville, VA, Dec. 2020 - May 2021

Writer & Social Media Intern, The Morning Blitz, Remote, October 2019 - May 2020

Seminar Presenter, One-in-Four/CORE, Charlottesville, VA, October 2018–May 2021

- CORE is a co-ed organization dedicated to sexual assault prevention in the Charlottesville community.
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Skills

G Suite, Microsoft Suite, Final Draft, Final Cut Pro, iMovie, writing & editing, social media, screen coverage, communication, multitasking, organization, public speaking, leadership, adaptability, work ethic.

References *Contact Info Available Upon Request*

Amanda Zucker, Executive Producer | Michael Yurchuk, Showrunner | James P. Connelly, Production Designer