

MEGAN BOYLES

SECOND ASSISTANT DIRECTOR

Phone: (570) 380-9727

E-mail: megan.boyles@yahoo.com

LinkedIn: [linkedin.com/in/megan-boyles](https://www.linkedin.com/in/megan-boyles)

Website: <https://www.megandaniellemedia.com>

EDUCATION: The Savannah College of Art and Design

BFA in Film and Television and a Minor in Dramatic Writing

Graduation Date: June 2023

SKILLS

TECHNICAL Scheduling, Budgeting, Planning, Development, Communication, Delegation, Visual Storytelling

SOFTWARES G-Casper, MM Scheduling, MM Budgeting, Premiere Pro. Adobe Lightroom, Adobe Photoshop

PROFESSIONAL EXPERIENCE

Social Media Manager

Feb. 2023-Present

Zales Outlet

- Developing and producing social media content for the store Instagram with the goal of improving online sales and customer interaction.
- Analyzing social media analytics and trends to adapt content and promote products.

Second Assistant Director

Jul 16- Aug 4 2023

Dream Devil

- Assisting with delegating day to day tasks for all departments.
- Analyzing possible scheduling conflicts in order to anticipate needs and meet daily schedule requirements in a timely manner.
- Tracking and reporting daily goals and time sheets across multiple departments.

Location Assistant

Nov 11-13 2022

May December

- Assisted with location preparations, maintenance, and tear down.
- Anticipating the needs of crew members and management to ensure all tasks were completed in a timely manner.

Part Time Assistant Manager

Oct 2021 - Dec 2022

J. Crew Factory

- Making planograms and delegating roles between two associates for monthly visuals in the men's department.
 - Allow for a line of communication between five associates and the Store Director.
-

STUDENT WORKS

Daisies (Feb. 2023): Narrative Short Film

1st Assistant Director

Alt. Film Festival: Best Student Film North America

Index Film Fest: Award Nominee for Best Drama Short

The Way It Is (Jan. 2023): Narrative Short Film

Assistant Director

Prom Night (Feb. 2022): Narrative Short Film

1st Assistant Director

Convergence (May 2021): Narrative Short Film

1st Assistant Director

Official Selection: Charlotte Film Festival
