

# Molly Schneider

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## Professional Experience

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### Production/Stage Designer

May 2012 - Present

#### Various Projects

New York, NY

- Design and construct art worlds for corporate and creative projects including music videos, commercials, webseries, award winning short films, and variety stage shows
- Partner with vendors to fabricate or source needed set pieces
- Curate the overall tone for the project based on the client or director wants through color palette, artistic themes, and actor motivations
- Collaborate with all departments on set including producers, directors, actors, camera, and lighting

### Assistant Scenic Charge

June 2023 - July 2024

#### Emursive Productions

New York, NY

- Scheduled tasks for the 20 person scenic department throughout a 100+ room theatrical build
- Implemented master excel sheets to track floor plan information and amendments across 300+ blueprints
- Managed an additional 20 specialized contract laborers that were responsible for brick work, scaffolding, and cement elements
- Collaborated with production designers and 5 other department heads to reach project deadlines under the constant change of scheduling and resource allocation

### Art Director

January - March 2023

#### Stationed At Home/Full Fledged Films

Binghamton, NY

- Established and managed the art department budget for over 20 locations with a limited budget of \$10,000
- Assessed 15+ various locations on behalf of the designer during technical scouts in pre production
- Established vendor relations for set piece rentals both locally and statewide
- Constructed and decorated 12 film sets across 3 weeks
- Forecasted conflicts and proactively worked amongst the 6 departments to create solutions

### Costume Coordinator

New York, NY & Jersey City, NJ

#### Dumb Money/ Black Bear & Columbia Pictures

August 2022 - December 2023

- Allocated the \$250,000 budget to the costume department's needs and amongst actors wardrobe cost with consultation from the costume designer
- Established accounts with local supply and cleaning vendors as well as 3 rental houses state and nation wide
- Organized fitting schedules for over 30 established actors
- Managed the costume production assistants' schedules and duties
- Advised producers on budget constraints and successfully lobbied for a 25% increase in funds

### Inside Amy Schumer/Comedy Central

February - May 2022

- Generated the breakdown of budget costs with the costume designer from the \$115,000 costume budget
- Established accounts with vendors and rental houses
- Sustained constant communication with production accountants on our progress and cost reports
- Managed the costume production assistants' schedules and duties throughout pre production and filming

Helpsters Seasons 1-3/Apple TV

May 2019 - December 2021

- Managed the cost report and budget for 40 individual episodes
- Established relations with various vendors, rental companies, and contracted designers
- Secured and maintained necessary resources for the costume department including 3 fitting room mirrors, 4 washer dryers, 70 steel racks, and numerous expendable supplies
- Inventoried assets and streamlined the process to allow all relevant departments to access easily if needed

The Toxic Avenger/Legendary Entertainment

April - June 2021

- Assembled and executed a temporary office space for the costume department in pre production including WiFi, rental desks and chairs, 20 wardrobe racks, mini fridge, and lighting
- Aided the costume designer in sourcing and buying costume pieces for actors
- Supervised the shipping of 3 pallettes filled with costumes to Bulgaria in time for filming
- Arranged the travel of fur costumes internationally through the Fish and Wildlife Association

Never Rarely Sometimes Always/ Focus Features

February- May 2019

- Managed and set up the costume office for tailoring work and actor fittings
- Balanced the limited costume budget of \$50,000
- Scheduled deliveries to set and managed last minute requests from Brooklyn, NY to upstate NY

Art Director/Property Buyer

March - November 2018

The Skimm

New York, NY

- Fabricated over 20 table top sets for 5 informational videos
- Collaborated with producers and the cinematographer to portray clean and clever representations of explanations discussed in the series
- Hired assistants for prep and day of execution

Set Decorating Production Assistant

April 2015 - May 2017

The Blacklist/Woodridge Productions

New York, NY

- Aided the Set Decorating team over the course of 2.5 seasons
- Organized pick ups from over 6 different rental companies by collaborating with lead set dressers
- Created calendar systems that provided insight into the coming weeks of production
- Facilitated the shipping of set dressing items from around the world

Technical Skills: Excel, PowerPoint, Word, Outlook, Adobe Photoshop, DragonFrame

Education: Ithaca College, Roy H. Park School of Communications | BA Cinema Production 2014