



6 Ridge St, North Sydney, NSW 2060
p. +61 2 8458 1300 | e. info@rmkcrew.com.au
rmkcrew.com.au

ELOISE CLARE

OBJECTIVE

Having spent ten years working between episodic television and large, international broadcasts, I am accustomed to tight deadlines, long hours, and high-pressure environments. I pride myself on my corporate communication skills, time and resource management, and creative problem solving.

CREDITS

Production Manager & Co-ordinator

Joe Exotic, Season 1 (Drama) 2021, Co-ordinator – NBC Universal / Matchbox
The Bachelor, Season 9 (Reality) 2021, Co-ordinator – Warner Bros Entertainment
Ich Bin Ein Star, Season 14 (Reality) 2020, Production Manager – Gravity Media
I'm a Celebrity Get Me Out of Here, Season 19 (Reality) 2019, Production Manager – Gravity Media
Australian Open (Sport) 2017 – 2019, Broadcast Crewing Specialist – Tennis Australia Host Broadcast
AO Series (Sport) 2017 – 2019, Broadcast Crewing Specialist – Tennis Australia Host Broadcast
Laver Cup (Sport) 2017 – 2018, Broadcast Crewing Specialist – Tennis Australia Host Broadcast
Australian Open (Sport) 2016, Unit Manager – Tennis Australia Host Broadcast
Brisbane International (Sport) 2016, Unit Manager – Tennis Australia Host Broadcast
Rio Olympic Games (Sport) 2016, Crew Co-ordinator – GForce International
Great South East, Queensland Weekender, Creek to Coast (Lifestyle) 2011 -14, Co-ordinator – TPD Media

Producer

House of Wellness, Seasons 3-4 (Lifestyle) 2019 – 2020, Producer – Stratosphere
Totally Wild, Season 24 (Children's) 2016, Associate Producer – Network 10
Great South East (Lifestyle) 2014 – 16, Producer – TPD Media
Queensland Weekender (Lifestyle) 2014 – 16, Producer – TPD Media
Creek to Coast (Lifestyle) 2014 – 16, Producer – TPD Media

Supporting Roles

I'm a Celebrity Get Me Out of Here Australia (Reality) 2020, Logger, ITV Australia
Millionaire Hot Seat (Game Show) 2020, Production Assistant – JAM TV
AFL/NRL (Sport) 2020, Camera Assistant – Broadcast Virtual
TV Week Logie Awards (Event Broadcast) 2018-19, Production Assistant – Nine Network
Good Friday Appeal (Event Broadcast) 2019, Runner – ActiveTV
My Kitchen Rules (Reality) 2017, Street Casting – Seven Network

KEY SKILLS & EXPERIENCE

Crew Management

Managing crews from 60 to 500 people across multiple events and cities simultaneously, including planning, booking, contracting, rostering & supervising crew performance

Facilitating international crew travel, including visas and their right to work requirements

Staging large sports broadcasts overseas, sourcing crew from all over the world and managing all travel logistics & visa requirements, including entry to the US for 160 people for the 2018 Laver Cup

Budgeting

Managing budgets in multiple currencies and worth millions of dollars

Arranging & authorizing payroll, paying invoices, managing petty cash, and participating in procurement panels

Story Creation & Script Writing

Researching, scripting & directing video content (both short segments and whole episodes) for magazine-style lifestyle programs

Supervising scripts and episode content, authorizing delivery of episodes to the network, and writing network promos

EDUCATION

Bachelor of Fine Arts | Major: Television Production, Minor: Professional Communications
Queensland University of Technology | 2009 – 2011

Industry Short Course | Budgeting Fundamentals
Australian Film Television and Radio School | 2020

LICENCES AND VISAS

Australian Open-Class Drivers Licence (Automatic)
Australian Passport
Multi-entry I Visa (for work in the United States – expires 2023)

REFERENCES

Cornelis Van Den Boogaart | Construction Manager, *Joe Exotic* | 0416 144 844

Paige Pehlivan | Production Manager, *House of Wellness* | 0431 436 318

Andy Gersh | Technical Project Manager, Gersh Productions | 0417 238 077

Peter Threlfall | Company Director, TPD Media | 0418 783 070