

Casting Producer: Hiring an Atlanta based (locals only) Casting Producer/Researcher to utilize creative ways to conduct outreach, manage inbound casting options; remotely direct interviews/auditions; vet stories for a reality television/talk show series.

Responsibilities include: Finding entertaining stories and eliciting pertinent details to enhance those stories; drafting story 1-sheets; tracking down participants and conducting casting interviews; staying in constant contact while providing assurance to potential participants until post. Please highlight any prior experience in reality television or talk show casting.

Position starts first week of January (tentatively 4.5 wks).

Production Manager: Looking for a local Atlanta production manager to work on a reality television/talk show. This role is responsible for overseeing all aspects of production management, thinking strategically and ensuring creative and logistic expectations are met while maximizing budgetary and schedule parameters.

Responsibilities Include: Ability to manage a small team; prepare call sheets and expense reports; execute and work within a budget; collect releases; direct PAs; keep production on schedule; ensure the safety of cast and crew; other tasks as needed. Looking for a team player who is a good communicator and able to work with both talent and crew.

Position starts late January (tentatively 2 wks).

Production Assistant: Looking for a few Atlanta based production assistants (local only). This is a fast-paced job. Looking for candidates that are comfortable thinking on their feet, going with the flow and helping to problem-solve as necessary. Must have a valid driver's license and reliable transportation with valid proof of insurance.

Responsibilities include: Picking up equipment and meals as necessary; Assisting producers with obtaining releases, scanning material, general office duties, etc; going on runs; arts and crafts; helping with gear; moving set furniture; office/kitchen cleaning; restocking crafty; other tasks as assigned;

Position starts late January (Approximately 4 Days)

Photographer/Videographer: We are currently seeking a local Atlanta based behind-the-scenes still photographer (with some video skills) to provide fly-on-the-wall, social media, promotional and general photography. Should be prepared to do minor fly-on-the-wall and social media behind the scenes video work as well. Must be creative and independent at accurately determining which shots are needed and must be able to work with little to no direction. Slight photo retouching and editing as necessary.

Responsibilities include: Creating a shot list; able to take candid/fly-on-the-wall photos in a quiet and unobtrusive manor; ability to read the room and determine what shots to take; able to suggest to talent and crew, photo opportunities (when appropriate); create unique photos/videos for social media and promotions.

Position starts late January (Approximately 2 Days)

Makeup Artist: We are looking for a talented Atlanta based (local only) makeup artist (MUAs) who will help presenters and guests on television talk show look their best. You will apply basic and complex techniques to ensure excellent visual results. As one of two MUAs, you'll be working with our on-camera talent which will vary each day so must be experienced and have materials capable of being applied to various skin tones, ages, ethnicities and genders. **MUST** be able to work fast without compromising quality.

Responsibilities include: creativity and dexterity in making people look great; detail-oriented with a passion for what you do; Must have supplies for a diverse crop of talent; **MUST** work quickly but efficiently; great communication;

Position starts late January (Approximately 3 Days)