

# ELEANOR NICHOLS (HEMINGWAY)

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## PRODUCTION COORDINATOR/SUPERVISOR

### EXPERIENCES:

#### THEATRICAL PRODUCTIONS

10/12-3/13 **Co-Exec Producer/Producer** – “3M” JAB Productions – Exec. Producers: A. Peter Bailey, Kimberly Snodgrass – Producers: William Tucker, Wanda Green – Director: Joseph Edwards

#### FEATURE FILMS

06/09-10/09 **Director Asst/Post Production** – “RED TAILS” JAK Films – Exec. Producer, George Lucas – Producer, Rick McCallum, Co-Producer, Ales Kormarek – Director, Anthony Hemingway - Prod. Supvr, Brian Donovan

07/06-11/06 **Production Coordinator** – “MY LIFE IN IDLEWILD” HBO “ A Great Start Productions, Inc – Exec. Producer, Chuck Roven – Producers, Rob Guralnick, Robin O’Hara, Scott McCaulay – Co-Producer, Erika Conner – Director, Bryan Barber, UPM, Robin O’Hara – Prod. Supvr, Kimberly Rach

04/02-5/02 **Production Supervisor** – “WHEN THE RIDE IS RUFF” Ruffians Productions, LLC – Producer, Wesley Snipes, Victor McGauley, Leslie Sabin, David Lester – Director, Kirk Wong – UPM, Roe Sharon

06/98-09/98 **Production Coordinator** – “TAKEDOWN” Hacker Productions, Inc. – Producers: Brad Weston & John Thompson – Co-Producer, Scott Shiffman – Director, Joe Chappelle - UPM, Ric Rondell

11/97-01/98 **Production Coordinator** – “BLACK DOG” (Wilmington Location) Black Dog Productions, Inc./Universal – Exec. Producer, Mace Neufeld/Robert Rehme – Producers, Peter Saphier/Mark Koch/Rafaella DeLaurentiis – Director, Kevin Hooks – Co-Producer/UPM, Hester Hargett

09/97-11/97 **Production Supervisor** – “AMBUSHED” D.W.T. Productions, Inc. – Exec. Producers: Dave Thomas/Bill Bromiley – Producer, Jonathan Josell – Director, Ernest Dickerson - UPM, Ric Rondell

06/97-09/97 **Production Supervisor** – “SHADRACH” Tidewater Pictures, Inc. – Producer, Bridget Terry – Line Producer, Ric Rondell – Director, Suzzanna Styron – UPM, Brad Smith

04/94-08/94 **Production Manager (Non-DGA)** – “ONCE UPON A TIME WHEN WE WERE CLORED” United Image ENT – Exec. Producer, Butch Lewis – Producer/Director, Tim Reid – Producer, Michael Bennett

10/91-03/92 **Production Coordinator** – “PASSENGER 57” Warner Bros. – Producers: Lee Rich/San Paulson/Dylan Sellers – Director, Kevin Hooks – Prod. Manager, R.J. Anderson

#### TELEVISION

3/01-5/01 **Production Coordinator** – “GOING TO CALIFORNIA” (4 episodes-Wilmington Location) Columbia Tristar – Exec. Producers, Scott Rosenberg, Jeff Melvoin, Geyer Kosinski – Producer, Paul Kurta – UPM, Robert Girolami

07/00-08/00 **Production Coordinator** – “THE FUGITIVE” (Spoke Shoot Ep.1,3&4- GA & SC) WBTV – Exec. Producers, John McNamara, Arnold Kopelson, Anne Kopelson, Bob Goodwin – Producer, David Ehrman, Line Producer, D. Scott Easton, Production Manager, Charles Miller

06/99-10/99 **Production Coordinator** – “THE MEMOIRS OF SALLY HEMINGS” CBS Ent. – Exec. Producer, Craig Anderson – Producer, Gerrit van der Meer – Supvr Producer, Marty Schwartz – Director, Charles Haid – Line Producer/UPM, Ric Rondell

12/98-02/99 **Production Coordinator** – “HAVING OUR SAY” Columbia Tristar – Exec. Producers Camille Cosby /Judy James – Prod. Exec., Preston Fischer – Director, Lynne Littman – Line Producer/UPM, Tony Amatullo

02/97-04/97 **Production Coordinator** – “NATHAN DIXON” – (Pilot) Rysher Ent., Inc./CBS – Exec. Producer, Jorge Zamacona – Producer, Mel Efros – Director, Michael Apted – UPM, Ric Rondell

08/96-11/96 **Production Supervisor** – “TO DANCE WITH OLIVIA” (MOW) Olivia Productions/CBS – Producer, Pat Finnegan – Director, Bruce Pittman, UPM, Ric Rondell

05/96-08/96 **Production Coordinator** – “A STEP TOWARD TOMORROW” (MOW) Craig Anderson Prods., Inc/CBS - Exec. Producer, Craig Anderson – Producer, Marty Schwartz – UPM, Ric Rondell

- 02/95-3/96 **Production Coordinator** – “AMER ICAN GOTHIC” (22 episodes) Gothic Renaissance/Universal Pictures – Exec. Producers: Rob Tapert/Sam Raimi – Writer/Producer, Shaun Cassidy – Producers: David Eick/Ed Ledding – UPM’s, Ric Rondell/Burt Bluestein (Universal – Bob Minkoff)
- 08/94-11/94 **Production Coordinator** – “TECUMSEH” (MOW) Sky Panther Prods., Inc./TNT – Exec. Producer, Dan Blatt, Producer, Lynn Raynor – Director, Larry Elikann – UPM, Ric Rondell
- 04/94-05/94 **Production Coordinator** – “TOUCHED BY AN ANGEL” (Pilot) Lauren Film Prods., Inc. – Exec. Producer, John Masius – Director, James Sadwith – Producer/UPM, Bob Rolsky
- 02/94-04/94 **Production Coordinator** – “SEARCH FOR GRACE” (MOW) Lauren Film Prods. Inc. – Exec. Producer, Cynthia Whitcomb – Producer, Vanessa Greene – Director, Sam Pillsbury – Prod. Manager, Bob Rolsky
- 08/93-01/94 **Production Coordinator** – “THE ROAD HOME” (6 episodes) The Paltrow Group/CBS Ent. – Exec. Producer/Writer/Director, Bruce Paltrow – Producer/Writer, John Tinker – Producer/UPM, Jim Finnerty
- 04/93-06/93 **Production Coordinator** – “LINDA” (MOW) Wilshire Ct/USA – Producer, Bob Roe – Director, Nathaniel Gutman – Prod. Manager, Chris Griffin
- 01/93-06/93 **Production Coordinator** – “DEATH IN SMALL DOSES” (MOW) DISD Prods., Inc./ABC – Producer, Phil Kleinbart – Co-Producer, Michael Stroud – Director, Sondra Locke
- 07/91-10/91 **Production Coordinator** – “SPIES” (MOW) Christopher Morgan Co./Disney – Producer, Christopher Morgan – Director, Kevin O’Connor – Prod. Manager, Morris Chapman
- 05/91-06/91 **Production Coordinator** – “ANY DAY NOW” (Pilot) AND Prods., Inc. – Exec. Producer/Director, Thomas Carter – Producer, Ian Sanders – Prod. Manager, Jerry Baerwitz

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**COMMERCIALS**

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- 07/08-08/08 **Production Supervisor** – “NC TOURISM” EUE Screen Gems – Exec. Producers, John Caffera, Tony Caronia – Producer, Nancy Cannava – Director, Scotty Bergstein
- 01/00 **Production Manager** – “MEN’S HEALTH” (Viagra) Washington Square Films – Exec. Producer, Josh Blum - Producer, Nicole Acacio – Director, Jeff Feuerzeig
- 04/99 **Production Manager** – “SHOOTER” (MV) A Band APart Prods. – Exec. Producer, Catherine Finkenstadt – Producer, David Robertson, Director, Nigel Dick
- 11/98 **Production Coordinator** – “ONLY LONELY” (MV) A Band Apart Prods. – Exec. Producer, Catherine Finkenstadt – Producer, Nina Dluhy – UPM, Ric Rondell
- 04/95 **Production Coordinator** – “MAXWELL HOUSE DECAF” Dektor Higgins & Assoc. – Producer, Sven Shelgren – Director, Paul Dektor – Prod. Manager, Denise Daniels
- 06/91-07/91 **Production Coordinator** – “CADILLAC FAIRVIEW” Champagne Prods., Canada – Producer, Barbara Zumer – Director, David McNally – Prod. Manager, Stephanie Adams

**SUMMARY OF PRODUCTION COORDINATOR DUTIES:**

- Filming etiquette
- Over 15 years filming experience
- Liaison between producers, directors, production managers/ department heads
- Meets time sensitive deadlines associated with production
- Scheduling
- Hiring crew
- Scheduling cast physicals, Station-12’s, SAG and DGA contracts
- Contracts for equipment rentals
- Accommodations/Travel
- Multi-tasked
- Solicits vendor estimates
- Excellent negotiator
- Excellent communicator
- Creative

**REFERENCES:** Anthony Hemingway (917) 913-6256  
Erika Conner (310) 617-1472  
Dale Williams (910) 512-2864

Scott Macaulay (917) 371-6141  
Ginny Nugent (310) 382-3403  
Jay Roewe (310) 382-3200