

FRANCES MINIGAN

Creative Producer | Video & Motion Design



PERSONAL INFO

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707.933.6342
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EDUCATION

Savannah College of Art and Design
Master of Arts ▶ Motion Media Design

School of Motion
Certificate ▶ Animation Bootcamp
Certificate ▶ Design Bootcamp

Gonzaga University
Bachelor of Arts ▶ Broadcast Media

SKILLS

Creative Concepting
Video Producing
Video Editing
Audio Mixing
Music Direction & Editing
2D Motion Design
Explainer Video
Kinetic Typography
Communication
Relationship Building
Problem Solving

SOFTWARE

Adobe Premiere Pro
Adobe After Effects
Adobe Illustrator
Adobe Photoshop
Adobe Lightroom
Adobe Audition
Maxon Cinema 4D
Avid Pro Tools
Figma

WORK EXPERIENCE

Video Producer, Editor, and Motion Graphics Designer
Jotform, San Francisco, CA
April 2021 - April 2024

- ▶ Managed communications, production timelines, and creative development of marketing case study videos
- ▶ Shot and post-produced 2+ hours of video content for Jotform Academy course, instructing and certifying over 5,000 users (launched in January 2024)
- ▶ Shot and post-produced monthly newsletter videos and weekly product tutorial videos, educating users and growing YouTube subscriber count by over 100K
- ▶ Designed assets and animated engaging motion graphics videos used in organic marketing and quarterly paid advertising campaigns

Assistant Video Editor & Production Assistant
Little Fish Productions, Spokane, WA
September 2019 - January 2021

- ▶ Edited weekly YouTube series and short social media teasers for The Budget Mom, growing her YouTube subscriber count by 50K followers in 6 months
- ▶ Edited over 100 sizzle reels and short testimonial videos for local small businesses and nonprofits
- ▶ Assisted on-set with lights, second camera, and audio recording, anticipating talent and DP needs and maintaining an efficient production environment
- ▶ Co-managed company social media platforms, posting photos, videos, and teasers of company's work for organic social media marketing

Station Manager
iZag Radio, Gonzaga University, Spokane, WA
July 2017 - May 2019

- ▶ Interviewed, selected, and scheduled 50+ student DJ's per year
- ▶ Organized 2 training workshops per year to educate student DJ's on equipment, assist them with their radio show brand and development, and foster community among participants
- ▶ Wrote equipment user guides that gave DJ's step-by-step instructions and troubleshooting tips for ease of use with mixing board, microphones, recording software, and station website
- ▶ Formed partnerships with dozens of departments, clubs, and affinity groups on campus, growing the stations reach and accessibility to students of all backgrounds