



Bernadette Martin

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Education

Savannah College of Art and Design, Savannah, GA, 2008 - 2012
Bachelor of Fine Arts in Dramatic Writing, Minor: Storyboarding, GPA: 3.77

Experience

Volunteers of America Oregon Portland, OR, 2015 - Present

Administrative Assistant - Provided excellent client service to the at-risk population in the Portland-Metro Area over the phone and in person. Collaborated with community partners to best serve clients. Worked in the classroom to provide one-on-one support with children. Maintained workflow & paperwork, created & revised record keeping, was proactive in resolving administrative problems. Worked closely with management to process reports, create outreach flyers, & coordinate schedules.

Skynamic Studios, 2013 - 2016

Freelance Writer - Developed the overarching plots & original world of Splitpaw for *True Tail*, a series based around the unlikely adventures of a group of rowdy misfits. Co-wrote the 22 minute pilot & Season 1 episodes scripts.

Oxinfree Studios, 2013 - 2015

Freelance Writer - Developed the cast of characters, kid-friendly lessons & overarching plots for Season 1 of *Azadae*, a show targeted for children living in Tanzania where Azadae, her chameleon, & their friends tackle everyday mishaps & triumphs as they grow. Wrote *Azadae's* 22 minute pilot.

Savannah College of Art and Design, Savannah, GA, 2009 - 2012

Resident Assistant - Provided excellent customer service to on-campus student body. Worked with SCAD & community resources to assist the student population. Performed general administrative tasks, answering phones, filing & following up on residential concerns. Participated in department processes, including opening & closing of dormitory housing. Also helped recruit & train the student & professional staff.

Skills

Exceptional listener & communicator via both verbal & written word. Culturally sensitive, able to build an understanding relationship in diverse multicultural settings. Focused leader & flexible team player. Ability to learn new skills at a fast pace. Working knowledge of Motivational Interviewing. Advanced computer literacy. Well versed in Microsoft Office, including Excel & Access. Familiar with Google Docs & other Google programs. Capable of organizing & conducting meetings & events. Proficient in Adobe PhotoShop, Premiere Pro, After Effects & Soundbooth. Exceptional understanding of character development. Experienced with screenplay & script formatting. Expert in storytelling & narrative structure. Proficient in Movie Magic Screenwriter. Working knowledge of the animation & game industries.

Honors

Magna Cum Laude 2012, Outstanding Academic Achievement 2012, Dean's List 2008-2012, Resident Assistant of the Year 2010, First Honors 2008, Congressional Citizenship Award 2001