

Contact

Phone

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Email

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Education

2016-2020

BFA in Theatre, Acting

Minor in Spanish

University of Wyoming

Screenwriting intensive (2019)

with writer, director and professor,
William Missouri Downs

Publicity internship (2019-2020)

with UWYO Fine Arts Coordinator,
Kathy Kirkaldie

Proficiencies

Skills

- Screenwriting / TV writing
- Copywriting
- Grant writing
- Content creation
- Video and audio editing
- Project management
- Calendar management
- Story development
- Script coverage
- Proofreading
- Research
- Video/audio editing & production

Software

- Google Suite
- Final Draft, Celtx, & Studio Binder
- Slack
- Calendly
- Asana & Airtable
- Canva
- Premiere Pro & Davinci Resolve
- RiversideFM
- Squarespace & Wix
- FloDesk & Mailchimp

Languages

Spanish (Conversational)

German (Beginner)

AJ Dinsmore

Writer, Producer, Coordinator

Detail-oriented and organized writer/producer with 3+ years experience in copywriting, story development, and content creation across multiple mediums. Excels at managing multiple projects simultaneously, meeting tight deadlines, and developing creative solutions to rapidly-changing situations.

Work Experience

2021 - present

The Lagralane Group | Los Angeles, CA

Executive Assistant and Podcast Coordinator

- Organize and document all notes and story ideas during creative development and production meetings
- Read scripts, provide script coverage, and pitch story ideas
- Manage the CEO's calendar, schedule meetings, create production calendars, and ensure deadlines are met
- Assist with writing copy for our social media
- Research trends and current events in the film and TV industry
- Assist with podcast development and editing for story flow
- Manage copy and development of podcast website

2020 - 2022

Lower Depth Theatre | Los Angeles, CA

Company Manager (formerly Project Coordinator)

- Read scripts and provided notes, story ideas, and development support for writers in their commission programs and fellowships
- Wrote copy for their social media, eblasts, press releases, and website
- Wrote show notes for their podcast, "Writers Revealed" (also served as Lead Producer)
- Assisted with writing grants, donor appeals and end-of-year campaigns
- Produced all in-person and virtual artistic programming and fundraising events from pre-production to marketing and distribution

2019 - 2021

Various | Laramie, WY and Los Angeles, CA

Freelance Social Media Coordinator

- Researched trends and analyzed data to develop and implement engaging social media plans
- Wrote copy, designed graphics, and edited videos for Facebook, Instagram, Twitter, Snapchat, and LinkedIn

2019 - present

Various | Sheridan, WY & Los Angeles, CA

Production Assistant / Runner

- Assisted with locking up, transportation, craft services, running errands, travel coordination, props sourcing, and location scouting

Selected Awards

Douglas Reeves Playwriting Award, 2019

Mike and Laura Konesko Excellence in Research Award, 2019

Meritorious Achievement Award for Assisting Directing, 2020

Winner of WeScreenplay Shorts Lab, 2021

Semifinalist in ScreenCraft Short Film Competition, 2022

Semifinalist in PAGE International Screenwriting Awards Competition, 2022

Semifinalist in Los Angeles International Screenplay Awards, 2021

Quarterfinalist, The Script Lab - Free Screenplay Contest, 2023

Quarterfinalist in Fresh Voices Screenplay Competition, 2019

Second Rounder for The Circle of Confusion Fellowship

Fellowships & Mentorships

Writing Mentee
Hillman Grad Mentorship Lab, 2023
Mentor: Michael Svoboda

Writing Mentee
#startwith8 Mentorship Program, 2022
Mentor: Nayna Agrawal

Directing Mentee
Shadowed on short film with The Lagralane Group (currently in post)
Mentor: Yvonne Huff Lee

Directing Mentee
#startwith8 Mentorship Program, 2022
Mentor: Landi Maduro

Directing Mentee
Shadowed on short film, "Perfectly Disturbed," 2021
Mentor: Pamela Matew

Work Experience (Continued)

○ **2021 - present**
Various | Los Angeles, CA

1st Assistant Director

- Ensured efficiency and safety by creating and managing schedules & paperwork, facilitating communication, and monitoring cast and crew for health and safety concerns

○ **2021**
BlueChild Entertainment | Los Angeles, CA

Producer's Assistant

- Assisted the producer with coordinating and running multiple live-broadcasted events and award shows

○ **2019**
University of Wyoming Theatre & Dance Department | Laramie, WY

Videographer

- Directed and edited a recruitment video to attract more design/tech students to the department
- Interviewed current and past students and showcased design work from students and faculty

Volunteer Work

○ **2018 - 2020**
Rotaract at the University of Wyoming | Laramie, WY

Public Relations Chair / Fundraiser Director

- Directed and designed an escape room fundraiser with a Halloween murder mystery theme
- Volunteered for various community service programs with fellow members

○ **2018**
IVHQ | Madrid, ES

Tutor & After-School Aid

- Volunteered at an after-school program for underprivileged children
- Helped tutor kids in English, writing, math, social studies, and science
- Provided homework assistance
- Led educational games and art projects to support the students' learning and memory

○ **2018 - 2020**
Relative Theatrics | Laramie, WY

Front of House Attendant

- Volunteered at this non-profit theatre company by house managing, checking patrons in, and running the concessions stand at each show