



PROFILE

Tiffany-Jayne (TJ) Martin is an experienced Production Coordinator & Producer with over a decade of industry work experience, a Bachelor of Communication (Media Production), and a Master of Fine Art (Screen Producing). Recognised by her peers as a proactive leader with a friendly approach to team management and a commitment to creatively achieving results.



SELECTED PRODUCTION EXPERIENCE

AUSTIN, 2023 – TV Series

Line Prod: Shannon Wilson-McClinton | Production Coord

One Perfect Match, 2023 – Feature

Line Prod: Kylie Mascord | Line Producer Attachment

Black Snow, 2022 – TV Series

Prod Manager: Manny Caracciolo | Prod. Coordinator

Rock Island Mysteries, 2021 – TV Series

Line Prod: Annie Venables | Production Coordinator

Dive Club, 2020/2021 – TV Series

Line Prod: Kylie Mascord | Travel & Prod. Coordinator

Babyteeth, 2018/2019 – Feature

White Falk Productions | Producer: Alex White

Line Prod: Vanessa Brown | Production Secretary

Car Advice, 2018 – TV Series

Prod. Company: Tribal Apes | Production/Floor Manager

Mintt “Justice Crew”, 2018 – Branded Content

Producer: Lawrence Lim | Prod. Manager & Editor

Peter Rabbit, 2017 – Feature

Prod. Coord: Marilyn Cook | Production Runner

YouTube + Disney “Thor: Ragnarok”, 2017 – Promo

Producer: Lawrence Lim | Production Assistant

Event Zero, 2016 – Feature

Prod. Manager: Sandy Stevens | Production Coordinator

MJ Homes “Holiday at Home”, 2016 - TVC

Producer: Baz Milas | Production Coordinator

Into the Flames, 2016 – Short Film

Director: Øyvind Welle | Producer

Lindemans Wine, 2016 – TVC / Print

Prod. Manager: Elaine Roy | Production Runner

Rexona “The Walk”, 2016 – TVC

Producer: Charlotte O’Rourke | Production Runner

INK, 2014 – Short Film

Director: Robert Braiden | Producer

Day of the Deadline, 2012 – Short Film

Director: Brad Gaylard | Associate Producer

Brianna Carpenter “Black Keys”, 2010 – Music Video

Director: Øyvind Welle | Producer

CAUGHT, 2022 – TV Series

Line Prod: Drew Bailey | Production Coordinator

Poker Face, 2022 – Feature (pick up shoot)

Line Prod: Drew Bailey | Production Coordinator

Wolf Like Me, 2021 – TV Series (pre-production only)

Line Prod: Anna Steel | Assistant Prod. Coordinator

The Commons, 2019 – TV Series

Playmaker Media | Producer: Di Haddon

Line Prod: Ross Allsop | Production Coordinator

Youi “Star in the Car: Michael Bolton”, 2018 – TVC

Producer: Justine Moyle | Production Coordinator

Doritos “Crackers”, 2018 – TVC

Producer: Mel Reardon | Production Coordinator

Hardball, 2018 – TV Series

Prod. Coord: Biatta Czerkies | Additional Children’s AD

Marley, Someone, 2017 – Feature

Director: Ildiko Susany | Associate Producer

Judah Kelly “Count on Me”, 2017 – Music Video

Producer: Jo Austin | Producer’s Assistant

Newcastle Knights “Sacred Ground”, 2016 – TVC

Producer: Baz Milas | Production Coordinator

NRMA “Skinny Dip” & “Rolling”, 2016 – TVC

Prod. Manager: David Scott | Children’s AD / Assistant

Millimans Superannuation, 2016 – Corporate

Producer: Leah Nichols | Production Assistant

Hyundai “Star in a Car”, 2016 – TVC

Prod. Manager: Kat Rollings | Production Runner

The Defector, 2015 – Short Film

Producer: Cathy Rechichi | Production Manager

Secret Agent Down Under, 2013 – TV Series

Producer: Claire Edwards | Production Runner

Too Soon, 2010 – Short Film

Cinematographer: Mitch Kennedy | Producer

QCA “Great Dreams, Start Small”, 2010 – TVC

Director: Øyvind Welle | Producer



SKILLS

- Project Development & Delivery
- Strategic Communication
- Adaptability & Problem Solving
- Behaviour Management
- Time Management
- Quick Learner & Self-Motivated



SELECTED SCREEN INDUSTRY EXPERIENCE

Production Manager & Editor | Tribal Apes | 2018 – 2020

- Working with the Producer to define, setup, and manage the schedules for productions.
- Evaluating editing requirements and developing a narrative structure in accordance with Producer & client feedback.

Accounts Receivable / Office Coordinator | Cato Film & TV Logistics | 2016 – 2018

- Coordinated teams (safety, unit, & traffic management) and information flow across multiple productions.
- Served as the liaison between internal personnel, third party vendors, and clients.
- Created and implemented detailed accounts workflow that improved & streamlined invoicing procedures.
- Provide traffic/pedestrian control & unit for a range of film shoots, including *Alien: Covenant*, *Bleeding Steel*, *Dance Academy*, *Ladies in Black*, as well as support for various TVCs.

Lecturer | AFTRS Short Courses – Open Schools Workshops | 2015 – 2017

- Teach Primary and Secondary students the skills, knowledge and teamwork they need to make their own media projects through a combination of theory and hands-on learning.
- Subjects include film club, stop motion animation with Claymation, filmmaking, and editing.

Film, Television, & New Media Teacher | High School Short Term Contracts | 2013 – PRESENT

- Subjects include Australian Cinema, South Korean Cinema, Horror Cinema, Music Videos, Cinematography, Editing, and Film Analysis.
- Create supportive and engaging learning environments in a short period of time by building and improving upon the existing classroom dynamics.
- Implement behaviour management strategies for individual students and whole classes.



EDUCATION & QUALIFICATIONS

2022 | Diploma of Sustainable Living | University of Tasmania

2018 | Intimacy on Set with Ita O'Brien | Equity Foundation

2016 | Feature Film Financing with Andrena Finlay | Screen ABC

2014 | TV Shooter Producer Workshop | AFTRS Short Courses

2013 | Graduate Diploma in Education (Senior Years) with Distinction | QUT
Specialising in Behaviour Management and Film, Television, and New Media Studies.

2011 | Running Your Own Creative Business | AFTRS Short Courses

2010 | Master of Fine Art | Griffith Film School, Griffith University.
Major in Screen Producing.

2008 | British Film and Television Studies | University of East Anglia

2008 | Bachelor of Communication | University of Newcastle
Major in Media Production.



ADDITIONAL INFORMATION

- AACTA Accredited Writer & Producer.
- First Aid & CPR.
- NSW Working with Children Check & Kids Guardian Child Safe for Managers eLearning.
- QLD Blue Card.
- Experienced using MYOB and Xero accounting software.
- Experienced with Adobe Suite, including Photoshop and After Effects.
- Experienced editor on Final Cut and Premiere Pro.
- Dual Australian and British citizenship.

 Booking Agent – AusCrew

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