

Portia Lundie

NYU Tisch School of the Arts MFA Candidate. Video Production Manager for feature and short form projects. Crossword constructor published in the New York Times. UK and US Dual Citizen.

In-House Line Producer | Creative Agency

[Starfish Projects](#) / [Madwell](#) | Brooklyn, NY | 2022 - 2023

- **Budget Oversight:** Managed commercial budgets ranging from \$50,000 to \$700,000, allocating resources from crew rates to costumes and props. Submitted budgets for approval based on detailed script breakdowns that I personally made.
- **Vendor and Talent Coordination:** Coordinated with crew, rental houses, and freelance talent to meet project requirements.
- **Field Production:** Developed comprehensive production schedules and timelines, coordinated location scouting, catering, and logistics, and secured necessary permits and licenses.

Freelance Line Producer | Film and Branded Content

Self-Employed | Brooklyn, Ny | 2018 - Present

- **Commercial Production:** Spearheaded commercial campaigns for renowned fashion and luxury car brands, ensuring creative vision alignment, budget adherence, and timely delivery.
- **Short Films & Feature Films:** Led the production for short films and feature films, dissecting complex scripts while adhering to SAG and IATSE standards
- **Budget Management:** Successfully managed budgets, payroll, and vendor payments ranging from \$50,000 to \$2 million

Freelance Creative Projects | Copywriting and Crosswords

Self-Employed | Brooklyn, Ny | 2018 - Present

- **Crossword Constructor:** Constructed engaging and challenging crossword puzzles for various audiences. Collaborated with editors and brand advertisers demonstrating proficiency in theme development, grid construction, and clue writing. (Barclays, Audi, NY Times Advertising)
- **Copywriting:** Crafted compelling and persuasive copy for marketing campaigns across multiple platforms, including websites, social media, and print materials. (NY Times, Screenrant, Washington Post).

portia@portialundie.com
Manhattan, New York

EDUCATION

The Hewitt School
(1997 - 2010)

Wesleyan University
(2010-2014)

New York University MFA
Film and TV Candidate
(2027)

Magnet Theater Improv
Conservatory
(2018)

UCB Improv Scholarship
Recipient
(2019)

CROSSWORDS PUBLISHED

[New York Times](#) 15 x 15

[New York Times](#)

[Crossword App](#) 9 x 9
Packs

[Washington Post](#) "Three
of a Kind" 15 x 15

PRESS & APPEARANCES

MTV's "Misconceptions
About Eating Disorders:
Rethinking
Misconceptions"

I'm a Black woman who
creates crossword
puzzles (writer)

Inside the Elite,
Underpaid, and Weird
World of Crossword
Writers (interview)

IMDB

SCREENRANT:
WECRASHED (writer)

THEATRICAL

WRITER / PRODUCER

[How I Almost Died at Prom](#)

The Magnet Theater

IMPROV

[House Team - 3 years - Musical Improv](#)

The Magnet Theater

[Social Justice Improve Project](#)

NYC & Chicago

[Improv 101](#)

UCB

WEEKLY STAND-UP SHOWS

[Bit Heavy - Brooklyn Comedy Collective](#)

[The Cook Out - BCC](#)

TECH

[Polly's Quest](#)

The Tank

[Tech Intern](#)

The Magnet Theater

FILM AND COMMERCIAL (VIDEO)

LINE PRODUCER

[Commercial: Plum Organics](#)

Starfish Productions

[Commercial: Visible for Verizon Wireless with Benny Drama](#)

Starfish Productions

[Commercial: Pokemon Go \(Winter Seasonal\) 2022](#)

[Commercial: Pokemon Go \(Fall Seasonal\) 2022](#)

Starfish Productions

[Commercial: Verizon x Twitch 2022](#)

Starfish Productions

[Short: Directed by Caroline Conrad 2021](#)

Florida Film Festival - Grand Jury Nominee

[Short: Directed by Adrienne Rosenberg 2019](#)

"The Wheatgrass Incident" (Written by Portia Lundie & Adrienne Rosenberg)

DIRECTOR / PRODUCER

[Camp is Better Together](#)

[The Power of the Outdoors](#)

[A New Perspective](#)

Frost Valley YMCA Marketing Department

PRODUCTION COORDINATOR / SUPERVISOR / MANAGER

[Feature: Directed by Matt Angel and Suzanne Coote 2023](#)

Boulderlight Pictures

[Commercial: Vogue x Monday.com with Raul Avila](#)

Teenager Inc Productions

[Corporate Video \[int\]: Warby Parker](#)

Spontaneous Productions

[Commercial: Bonobos](#)

Ghost Robot Productions

[Super Bowl Commercial: Turbo Tax](#)

Directed by Jake Honig

[Documentary: AYODELE](#)

A24 Productions

[Feature: Directed by Ray Romano](#)

Papa Al Productions | Premiered: Tribeca Film Festival

1ST AD / KEY PA

[Feature: Birth/Rebirth Directed by Laura Moss](#)
Key PA | Locations Supervisor

[Commercial: Directed by B. Monet](#)

Estee Lauder x Sloan Stephens

[Commercial: Directed by B. Monet](#)

Cadillac "Keep Rising Together"

[Short: Matt Laud](#)

"Bethany and Beer Santa" | Smodcastle Film Festival

[Webseries: Directed by Jaquelin Dow](#)

"Now's Not The Best Time" | Lower East Side Film Festival

[Music Video: Directed by Barbie Ferreira](#)

"So Cool"

[Conde Nast Entertainment:](#)

"Beauty Haus" Allure