

Portia Lundie

Film, TV, and Post-Production Producer with UK and US dual citizenship |
Crossword Constructor featured in The New York Times

In-House Line Producer | Creative Agency

[Starfish Projects](#) / [Madwell](#) | June 2022 - 2023

- **Account Management:** Worked with Creative Directors and Clients in the execution of video projects, from first-round creative decks to delivery
- **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 vendors, contractors, and freelance talent to meet project requirements, negotiating contracts and ensuring compliance with union standards.
- **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 Fashion Industry

Self-Employed | 2018 - 2022

- **Commercial Production:** Spearheaded commercial campaigns for renowned fashion and luxury car brands, ensuring creative vision alignment, budget adherence, and timely delivery.
- **Music Videos:** Collaborated with respected artists and directors to produce narrative-driven music videos, managing all logistical aspects, from casting to post-production
- **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

See individual project details on page 2



EDUCATION

The Hewitt School
(1997 - 2010)

Wesleyan University
(2010-2014)

Magnet Theater Improv
Conservatory
(2018)

UCB Improv Scholarship
Recipient
(2019)

New York Film Academy
Line Producer Course (2018)

CROSSWORDS

[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: WE CRASHED
(writer)

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

Frost Valley YMCA Marketing Department

The Power of the Outdoors

Frost Valley YMCA Marketing Department

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” | Smodcast 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

THEATRICAL

WRITER / PRODUCER

How I Almost Died at Prom

The Magnet Theater

IMPROV

House Team - 3 years - Musical Improv

The Magnet Theater

Improv 101

UCB

WEEKLY STAND-UP SHOWS

Bit Heavy - Brooklyn Comedy Collective

The Cook Out - BCC

TECH

Polly’s Quest The Tank