

Portia Lundie

Film, Theater, and Post-Production Producer with UK and US dual citizenship |
Crossword Constructor featured in The New York Times |
Founder of Plundering Productions LLC

In-House Line Producer | Creative Agency

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

- **Project Management:** Worked next to the Executive Producers to spearhead the management process for video production, from first-round creative decks to delivery, ensuring on-time and within-budget completion.
- **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:** Collaborated with vendors, contractors, and freelance talent to meet project requirements, negotiating contracts and ensuring compliance with agency standards.
- **Production:** Developed comprehensive production schedules and timelines, coordinated location scouting, casting, and logistics, and secured necessary permits and licenses.

Freelance Line Producer | Film and Theatrical

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 visually stunning and narrative-driven music videos, managing all logistical aspects, from casting to post-production
- **Short Films & Feature Films:** Led the production of short films and feature films, managing complex, multifaceted scripts, from development, budgeting, casting, locations, and crew coordination.
- **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: WECRASHED](#)
(writer)

THEATRICAL

WRITER / PRODUCER

[How I Almost Died at Prom](#)

The Magnet Theater

IMPROV

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

Improv Conservatory Levels 1 - 6

[Sketch Writing I & II](#)

The Magnet Theater

[Social Justice Improve Project](#)

NYC & Chicago

[Improv 101](#)

UCB

WEEKLY STAND-UP SHOWS

[Everyone Is Sad - The Magnet Theater](#)

[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

[Feature: Music for the Requiem Mass](#)

Requiem Film LLC

[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)

[Commercial: Frost Valley YMCA 2018](#)

Frost Valley 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 AI Productions | Premiered: Tribeca Film Festival

1ST AD / KEY PA

[Feature: 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