

# ALLISON BAILEY

PRODUCER. EDITOR. STORYTELLER.



abbailey1025@gmail.com



(678) 245-0256



allisonbbailey.com

## Education

ARIZONA STATE UNIVERSITY  
Walter Cronkite School of  
Journalism and Mass  
Communication  
Bachelor of Arts in Journalism and  
Mass Communication  
Minor in Film and Media  
Production

## Editing Skills

Pro Tools

Adobe Audition

Adobe Premiere

Adobe Photoshop / Illustrator

After Effects

Avid

Final Cut Pro 7 & X

## Equipment Skills

DSLRs

Zoom H4, H5, H6

TASCAMs

Yeti Rode Mics

## Social Media Handles

Twitter/@Abbaile2

## Work Experience

### NBCUniversal

*New York, New York* | October 2019 – August 2023

- Associate Producer for Into America, Do No Harm, Article II, and Kamala: Next in Line
- Pitch stories, find guests, conduct research, write, script, and edit using Descript and Pro Tools
- Work closely with hosts on podcast interviews and TV collab shoots

*New York, New York* | October 2019 – August 2021

- Operations Manager for the NBC Audio Unit
- Main point of contact for all NBC/MSNBC podcasts
- Worked closely with the marketing and business teams on websites, graphics, analytics, RSS feeds, and platform distributions
- Associate Producer for the NBC/MSNBC podcasts (Do No Harm, Article II, and Kamala: Next in Line)

*New York, New York* | July 2018 – October 2019

- Associate Multimedia Editor for the Today Show
- Edited photos for TODAY Digital and Today Show's social media
- Shot and edited videos for TODAY Original Video and NBC News

*New York, New York* | May 2017 – August 2017

- Paid intern at the TODAY Digital
- Edited photos and videos and created content for the web, TODAY.com
- Worked on shoots with top chefs, Bobby Flay and Katie Lee

### Bad Robot Productions with Spotify

*Los Angeles, California* | January 2023 – June 2023

- Freelance Audio Producer for a Bad Robot and Spotify podcast series currently in the works.
- Pitched, researched, prepped questions, and record interviews, scripted, and edited tape in Pro Tools

### OWN Network

*New York, New York* | August 2019

- Freelance Video Editor at Cowboy Bear Ninja Production Company
- Worked on mini-series, Black Women Own the Conversation
- Organized and edited videos in Avid

### Blaze Radio Station

*Phoenix, Arizona* | September 2014 – May 2018

- Production Director at Arizona State University's college radio station
- In charge of creating promos, PSAs, sweepers, and IDs for the station
- Co-hosted a weekly radio show about minorities in the media, Stay Woke