

ERIC MILLMAN

BERKELEY, CALIFORNIA

510.356.8201

EMILLMAN24@GMAIL.COM

HTTP://MILLMAN.WEBSITE

HELLO!

I am a creative and bilingual writer, editor, and administrator with over ten years of experience in multimedia copywriting, editing, project management and education, with a background in and a passion for all things film-related.

EXPERIENCE

Freelance, Remote – Writer/Editor

FEBRUARY 2020 – PRESENT

- Pitch, research & write for elite food, film, and travel publications
- Generate marketing content for *AFAR* with a reach of 37 million readers
- Write, edit, and produce augmented reality audio guides for *Gesso Media*
- Produce social media copy for food and travel brands in line with style guides, SEO, and data analysis
- Design, edit, and manage content (CMS) for perdigionale.com

CA College of the Arts, San Francisco – Program Manager

JULY 2017 – MAY 2019

- Managed and tracked recruitment, enrollment, and \$500k in budgets
- Led the transition into the new CCA Dogpatch Studios
- Hired subordinates, oversaw external partnerships & faculty onboarding
- Planned and managed events, travel, and visiting artists
- Plotted and implemented multiple social media campaigns and newsletters

CB2 Builders, San Francisco – Project Assistant

JULY 2015 – JULY 2017

- Oversaw \$2.5m in budgets and contracts
- Managed database software, client relationships, and general admin

University of New Orleans – Office Manager / Grad Asst.

MAY 2012 – JUNE 2015

- Coordinated student immigration and curriculum, tutored in ESL
- Managed office, events, and publicity

La Scuola di San Francisco – Assistant Italian Teacher

MAY 2012 – JUNE 2015

- Taught young learners in an immersive Italian setting

EDUCATION

Middlebury College MA / Italian / 2020 (Premio Famiglia Fiducia Fellow)

University of New Orleans MFA / Creative Writing / 2015

Cal State, Northridge BA / Film, Italian Studies / 2008 (Magna Cum Laude)

SKILLS

Workday, Webflow, Wordpress, Asana, Adobe Premiere, Audacity, Canva, ProCore, CMS, SEO, Italian (Fluent), copy editing, event management, fact checking, screenwriting, data analysis, grant writing, reporting, story editing, VO