

caroline maltais trewet



brooklyn, ny



712 249 1547



caroline.trewet@gmail.com



www.carolinetrewet.com

education

Northwestern College

BA, theatre 2017

Featured Junior Scholar, 2017

Outstanding Artist, 2017

Stagecraft Institute of Las Vegas

Certificate, stagecraft 2016

Excellence in Programming, 2016

skills

(hard)

• Video editing • File management •
2D Animation • Motion graphics •
Videography/Photography • Video
programming • AI prompting •

(soft)

• Troubleshooting • Management and
leadership • Customer service • Multi-
tasking • Digital communication • Improv
acting • Knowing what to Google •

software

• Adobe CC (After Effects, Premiere,
Photoshop, Illustrator) • Figma •
Midjourney • Microsoft Office • Apple
Suite • Google Drive • Mac and PC
proficient • Airtable • Smartsheet •
Dropbox • Workfront • Runway • V0 • Veo

SENIOR PRODUCER

Producer NOV 2022 - APR 2024

- Lead end-to-end production across experiential, digital, live events, campaign, social, and 2D/3D animation projects, owning scope from planning through delivery.
- Serve as primary account contact, translating business objectives into scalable production strategies that balance creative ambition, timelines, and budgets.
- Manage and grow multi-million-dollar scopes of work, including forecasting, resourcing, vendor management, and risk mitigation. Inclusive of scaling Amazon Ads experiential and content production scopes 3x over three years, expanding creative complexity and production footprint.
- Drive cross-functional teams and third-party vendors with clarity and a strong sense of creative integrity, ensuring alignment, accountability, and high-quality execution.
- Design and implement flexible production and resourcing workflows for complex, high-stakes projects in a fast-paced agency environment.

Clients: Amazon Ads, Citadel, Diageo, ConEdison, Prologis, Thomson Reuters, Tipico

ANIMATION PRODUCER

Mr. Wonderful

FEB 2022 - NOV 2022

- Led and managed post production (with emphasis on GFX) for short form video content intended for digital, social, and broadcast platforms alike.
- Implemented and maintained file organization structures and production pipelines for general post production as well as 2D and 3D animation.
- Liaised and translated between client and creative team. Understood and managed expectations amongst parties. Create and convey clear action plans.

Clients: Pro Fighters League, ESPN, NBCSports, RoomsToGo, Sonic, Blue Buffalo,

CREATIVE PRODUCER

ideaMACHINE Studios

MAY 2021 - JAN 2022

- Researched, wrote, and produced short form 2D and 3D animated content for a diverse client base. Served as video editor and sound designer on projects.
- Managed, tracked, and advocated for budgets. Monitored and communicated key financial milestones and brainstormed work-arounds for budgetary constraints.
- Supervised teams of artists, led creative teams, and oversaw client accounts.
- Assisted CEO in launching high-end animation brands: *Waterbear Cartoons* and *hovr*.

Clients: Meta, Pfizer, Rhode Island Lottery, Amazon Web Services, Coach, Assa Abloy

VIDEO PROGRAMMER & LIGHTING DIRECTOR

TED

AUG 2017 - DEC 2019

- Consulted on, coordinated, and implemented the hardware system for live stream capabilities and international audience integration, called the Global Wall, for the in-house event space at the TED Global Theatre in New York City.
- Mastered proprietary software to integrate virtual audiences into live events, as well as communicate with virtual guests 'behind the scenes' as tech support.

DESIGN ASSISTANT

upLIGHT

AUG 2017 - DEC 2019

- Assisted Principal Designers on experiential and industrial projects. Provided general administrative support, ensuring completion and delivery of assets.
- Served as in-house video editor, motion graphics designer, photo editor as needed.

Projects: Patriot Act with Hasan Minaj, Tiffany and Co. Flagship Store Holiday Lights, Standing Wave (Washington, DC), Sensing Change (Chicago)

interests

Former Ballroom Dance instructor. Cinema enthusiast. Previously, a pilot. Film photographer. New York Yankees & WNBA fanatic. Aspires to one day be a 'hat person.'