GRACE KAREGEANNES

LinkedIn: https://www.linkedin.com/in/gracekaregeannes17/

Creative and detail-oriented video editor with a strong background in storytelling, photography, AI tools, and media production. Expert in online course development, including recording, video content creation and post-production editing and review. Proven ability to manage projects from concept to final delivery, ensuring all media assets meet high standards of quality and accuracy.

PROFESSIONAL EXPERIENCE

Video Production and Media Design Specialist
University of Colorado Boulder
March 2024 – Present
- Staged, filmed, edited, and produced professional video content for Coursera courses
- Managed a team of part-time Video Production Assistants
- Supported faculty at CU Boulder in course design and video editing
- Oversaw the on-campus recording studio, media inventory, and equipment maintenance
- Provided recommendations and documentation on media and recording best practices
- Supported graphic design needs for faculty slides, video intros/outros, marketing graphics, logos
- Recorded live events and developed visual/audio assets for marketing and social media needs
- Contributed to building next generation learning experiences and the success of CU Boulder's online courses and degree programs
- Created and distributed Coursera email campaigns and faculty newsletters using Mailchimp and Coursera, while making website updates with WebExpress
- Expert in AI tools such as ChatGPT, Runway AI, Descript, Copilot and more
- Co-author, director, and video editor of "AI for Course Design" on Coursera

Media Design Specialist
University of Colorado Boulder
April 2022 – March 2024
- Staged, filmed, edited and produced professional video content for courses hosted on Coursera platform
- Worked directly with faculty partners, student assistants and program leads on degree programs
- Ran on-campus studios and set-up learning LightBoard
- Trained student employees in video production and editing
- Implemented graphic design skills to create logos, graphics and animations
- Supported marketing and communication needs using WebExpress and Mailchimp by writing articles, updating stakeholders, and sending newsletters/emails

Online Learning Assistant II
University of Colorado Boulder
May 2020 – March 2022
- Planned, produced, and built scaled online learning initiatives

- Developed for-credit & non-credit courses, launched degree programs with faculty
- Edited raw video files and green screen lectures
- Designed courses and technical assessments on Coursera
- Troubleshooted design problems and worked in teams across multiple departments

Video Production Intern
French Connection Films, Montreuil, Ile-de-France
Jan 2020 - Apr 2020
- Edited documentaries in Adobe Premiere 2020
- Recorded English voice-overs for films
- Performed script editing and translations

Production Assistant for The Bachelorette
Warner Bros Entertainment, Burbank, CA
Jul 2019 - Sep 2019
- PA for 'The Men Tell All' & The Final Rose Ceremony Season 15
- Printed and distributed scripts
- Relayed messages between crew members promptly and clearly

Production Assistant for Shark Tank Season 11
Sony Pictures Entertainment, Culver City, CA
Jun 2019 - Sep 2019
- Helped with the construction and deconstruction of sets
- Performed general office duties and transportation for sharks and VIP

Production Assistant for Ranked
Crimson Studios, Chatsworth, CA
Jul 2019 - Aug 2019
- Assistant in control truck; viewing cameras and stage timing
- Construction and deconstruction of stage

EDUCATION

University of Colorado Boulder Boulder, CO
BA Broadcast Journalism and Media Production (May 2021)

RELEVANT SKILLS

- Adobe Creative Cloud: Premiere Pro, Photoshop, Lightroom Classic
- AI Tools: ChatGPT, Descript, Runway AI, Midjourney, Outlier AI, Copilot
- Graphics & Marketing: Canva, Noun Project, Logo Creation, Mailchimp
- Video Editing and Video Production – Recording, Audio, Post-Production (Adobe & Camtasia)
- Excel, PowerPoint, SharePoint, Zoom, Coursera, WebExpress, Slack, Microsoft, Outlook
- Writing and Reporting