

GRACE KAREGEANNES

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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.

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

- Recorded English voice-overs for films
- Performed script editing and translations, edited documentaries in Adobe Premiere 2020

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, YouTube
- Video Editing and Video Production – Recording, Audio, Post-Production (Adobe & Camtasia)
- Excel, PowerPoint, SharePoint, Zoom, Coursera, WebExpress, Slack, Microsoft, Outlook
- Writing and reporting, broadcast journalism, interviewing, studio management