

ALISON HUFFMAN

PRODUCER

Denver, CO | (703) 217-9735 | alisonhuffman77@gmail.com

PROFESSIONAL SUMMARY

Ambitious, versatile producer with 7+ years of experience leading video and television production from concept through final delivery for premier brands and networks including National Geographic, Netflix, Hulu, Disney+, and BarkleyOKRP. Proven track record of driving complex, overlapping projects to successful completion through articulate communication, sharp creative judgment, and a dynamic, collaborative approach. Equally at home in unscripted television, documentary storytelling, and commercial/agency production, with deep experience managing budgets, timelines, vendors, talent, and post-production teams. Known for navigating high-pressure production environments with optimism and focus, building trusted relationships with executives, clients, and crews, and consistently delivering polished, high-quality content on time and on budget.

CORE COMPETENCIES

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| <ul style="list-style-type: none">▪ End-to-End Production Management▪ Budget Development & Cost Control▪ Production Scheduling & Timelines▪ Vendor & Freelancer Sourcing▪ Location Scouting & Permitting | <ul style="list-style-type: none">▪ Story Development▪ Post-Production Supervision▪ Editorial & Creative Oversight▪ Executive & Client Communication▪ Cross-Functional Team Leadership | <ul style="list-style-type: none">▪ SAG-AFTRA & Legal Clearances▪ On-Set Operations Management▪ Deliverables & Milestone Tracking▪ Research & Fact-Checking▪ Pitch Development & Materials |
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PROFESSIONAL EXPERIENCE

Producer

04/2026 – 06/2026

BarkleyOKRP — Denver, CO

- Managed day-to-day production of a diverse slate of projects, including animations, sizzle reels, and commercial shoots, owning each project from pre-production planning through post-production delivery.
- Built and maintained detailed production timelines, budgets, and resource plans, partnering with cross-functional creative, account, and strategy teams to keep projects on track and within scope.
- Sourced, vetted, and coordinated production vendors and freelance partners, negotiating and clarifying scope, timelines, and deliverables to ensure smooth execution and accountability.
- Ensured full compliance with SAG-AFTRA guidelines and other legal and clearance requirements, protecting the agency and its clients from rights and licensing risk.
- Served as central point of contact across internal teams, clients, and external partners, translating creative goals into actionable production plans.

Producer (Freelance)

08/2023 – 03/2026

Freelance — Various Clients

- Produced field and studio shoots for a wide range of clients, managing all production logistics including permits, releases, and permissions while negotiating with vendors to stay on budget.
- Scouted and secured filming locations under tight and shifting timelines, at times locking locations the same day as a shoot, while maintaining production quality and safety standards.
- Planned and executed shoot schedules that balanced the individual needs of talent, crew, and production teams, adapting quickly to on-set changes and evolving client priorities.
- Created hot sheets and field notes for several #1-rated Netflix series, applying sharp creative judgment to identify key story moments and communicate them clearly and concisely to editorial teams.

- Communicated directly with clients, executives, external stakeholders, and a wide range of partners to define production needs, align expectations, and manage on-set operations.
- Built a reputation for reliability and calm problem-solving, earning repeat engagements across unscripted, documentary, and branded content productions.

Producer

10/2021 – 08/2023

National Geographic — Washington, DC

- Produced and wrote episodes of a #1-rated series airing on NatGeo Wild, Hulu, and Disney+, crafting compelling narratives from original footage and interviews.
- Drove the editorial vision of each episode by conducting in-depth research, writing narration, and brainstorming themes and creative approaches with series leadership.
- Supervised episode post-production teams of 3–5, including editor, assistant editors, and associate producers, managing deadlines and delivery milestones while incorporating multiple rounds of network feedback.
- Delivered polished final cuts that maintained series tone and style across episodes, ensuring consistency for a flagship franchise.
- Communicated regularly with executive-level stakeholders to report project status, set priorities, and define expectations across concurrent episodes.
- Provided editorial oversight on all network deliverables, including final color, audio mixing, and online reviews, safeguarding quality through the last stage of delivery.

Senior Associate Producer

04/2019 – 10/2021

National Geographic — Washington, DC

- Ensured on-time, on-budget delivery of multiple overlapping projects by maintaining tight production schedules, creating network deliverables, and managing legal clearances.
- Worked closely with producers to update schedules, track progress, and facilitate clear, consistent communication between the production team and clients.
- Independently developed and pitched an original history documentary with a small team, researching the concept, building the project schedule and estimated budget, and creating compelling pitch materials.
- Participated in strategic brainstorming sessions, contributing creative ideas that supported marketing and messaging goals across the network's slate.
- Acted as a dependable bridge between creative and operational teams, anticipating bottlenecks and resolving issues before they impacted delivery.

Associate Producer

11/2018 – 04/2019

Lucky Dog Films — Silver Spring, MD

- Created show deliverables and coordinated production by managing filming schedules, collaborating with cross-functional teams, and tracking progress against project deadlines.
- Assisted in review sessions to ensure all content met production delivery standards prior to network submission.
- Conducted rigorous research to National Geographic's editorial standards, ensuring episodes were accurate, educational, and defensible.
- Supported producers across simultaneous productions, developing the organizational and communication skills that became the foundation of a producing career.

EDUCATION

B.A., Media Arts & Design — Digital Video & Cinema

08/2016

James Madison University — Harrisonburg, VA