

Jenny Alison Rodriguez

Nashville, TN

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JENNY ALISON CASTING , Nashville, TN

Extras Casting Director at CBS' *Tell Me a Story*, *George & Tammy*, *Canvas*, *ABC's Women of the Movement*, *Sun Moon*, *Stages*, *Holland*, *MI*, etc. June 2019 – Present

- Selecting and managing the hiring of paid background actors (100-600+ per day), stand-in performers, photo and body doubles based on the director's vision
- Work closely with all Departments and above the line crew to aggregate all necessary department details for the performer's day on set
- As Department Head, overseeing and assigning duties to the Extras Casting Assistant and Extras Casting crew

PORCH SWING PRODUCTIONS, Nashville, TN

Audience Producer at *Pickler & Ben*, June 2017 – May 2019

- Develop marketing and reach out plan to introduce Nashville's first nationally syndicated talk show
- Hire, staff and train audience support team
- Create and execute ticketing website, hire vendors (rotating food trucks for Skyway Studios), coordinate merchandise and food options

MUSIC CITY PRODUCTIONS, Nashville, TN

Payroll Clerk at *Nashville*, August 2016- June 2017

- Handle and process all background extra payroll. Managing and maintaining all files, start paperwork, TN Rebates. Collecting, calculating and processing crew time cards (DGA, IATSE Local 492)

ARMSTRONG INTERACTIVE, INC., & SOUND OFF PRODUCTIONS New York, NY & Nashville, TN

Audience Coordinator/ Casting Coordinator at *Wonderama & Clint Black's Talking in Circles*, June 2016- Present

- Coordinate and manage 3 NYC open casting calls, book 2500 children for 20 tapings. Manage and train a team of 5 production assistants. Marketing and promotion of all casting events (blogs, forums, camps, local organizations)

1IOTA PRODUCTIONS, INC., New York, NY

Project/Event Manager/ Extras/Audience Casting Coordinator *ABC's The View & ABC's Katie*, July 2013 – May 2016

- Casting and managing a paid audience (extras) for *NBC's Best Time Ever*, *\$100,000 Pyramid w/ Michael Strahan*, *Undeniable with Joe Buck*, *NBC's Christmas in Rockefeller Center*, *Teen Nick NYE*, *NBC's Dateline NYE w/ Hoda and Kathie Lee*, *Hollywood Game Night*, *TeenNick's Top 10 with Nick Cannon*, *Pivot TV Freestyle Love Supreme*, *TeenNick's NYE*, *Z100's iHeart Radio*, *Spike TV's Lip Sync Battle*, *NBC's American Comedy Awards*, *South Street Seaport Tree Lighting*, *VH1's You Oughta Know*, *Fashion Rocks*, *4th of July Macy's Spectacular*, *MTV's Restore the Shore*
- Develop an outreach handbook for all NYC-based shows and grow numbers by 30% during problem months
- Booking demo-specific audience for special topic shows
- Increased audience turnouts by 75% by creating a plan to book demo-specific audiences. Utilized Twitter and Facebook to promote talent and topics

WILLIAMS PAVING CO., INC., Miami, FL

Director, Human Resources & Billing/ Assistant to President, May 2002 – Aug 2007

- Processed weekly payroll for 130 employees and maintained monthly billing. Managed Human Resources/New Employees (401k, health insurance, immigration)

EDUCATION

Marymount Manhattan College, New York, NY *B.A. Communication Arts*, May 2010

The New School, New York, NY *M.A. Media Studies & Certificate in Media Management*, May 2013