

# JORDAN WALKER

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**(804) 533 - 9057**

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**www.linkedin.com/in/jordan--walker**

## **ABOUT**

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I am an aspiring filmmaker and series creator seeking to bring affirming art that centers marginalized communities to film and TV, and am experienced in problem-solving, facilitation, and time management in creative and administrative spaces.

In 2021, I founded a virtual artists' cohort and currently create space for art, community, and mentorship to be more accessible and attainable in whatever capacities possible.

## **SKILLS**

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- Administrative Assistance
- Canva
- Casting Assistance
- Data Entry
- Facilitation
- Google Workspace
- Microsoft Office Suite
- Pre-Production
- Reaper (beginner-level)
- Research
- Scheduling
- Script Coverage
- Vox Pop
- Written & Verbal Communication

## **EXPERIENCE**

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**LEVELS UP ACADEMY FELLOW**  
Institute for Contemporary Art -  
Richmond, VA  
July 2022

**FESTIVAL FACILITATOR AND  
VOLUNTEER TRAINER**  
Richmond International Film Festival -  
Richmond, VA  
June 2022

**SUMMER INTERN**  
Braven Films - Remote  
May 2022 - September 2022

**CAMP VOLUNTEER**  
Oakwood Arts - Richmond, VA  
April 2022

**BE THE BRIDGE YOUTH INTERN**  
Be the Bridge - Remote  
August 2020 - May 2021

**JUNIOR AMBASSADOR**  
Office of Community Wealth Building -  
Richmond, VA  
May 2020 - July 2020

**CONFERENCE PROPRESENTER  
OPERATOR**  
Arrabon - Richmond, VA  
March 2017