



MARGARET DUGGAN

Production
Coordinator and
2nd AD

CONTACTS

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REFERENCES:

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Nate Thomas
Film Production Option Head
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ABOUT ME:

I am an Italian American 26-year-old worker, I was born in Italy but I studied Production Management in Los Angeles, in the heart of international cinema. I have slowly but steadily built a career for myself in the South of Italy, working on features, tv series, short films and so on, without giving up on my higher education.

TECHNICAL SKILLS:

- Leadership
- Commitment and versatility
- Creativity and ability to solve problems with an open mind
- Perfectly bilingual
- Enthusiastic and energetic!

EDUCATION

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE

August 2016 - May 2020 | Northridge, California

- Cinema and Television Arts department, Degree in Film Production
- Emphasis in Cinematography and Production Management
- Thesis: Producer for the short film "A Mas No Poder"
- Degree Summa Cum Laude GPA 3,96/4,00, part of Dean's List and CSUN Honors
- Merit Scholarships: AS Scholarship, CAM Foundation Scholarship, Miller Family Scholarship, Scott M. Weiss Memorial Award, Judge Julian Beck Memorial Award, Mentor's Award
- Awarded best producer of the film department for the year 2019

ALMA MATER STUDIORUM UNIVERSITÀ DI BOLOGNA

October 2020 - today | Bologna, Italy

- Department of the arts, Masters Degree in Cinema, Television and Multimedia production
- Studies of film theory and industry law
- Average grades of 29/30
- Participation in student-organized group for pacific protests to ensure everyone's right to a fair and equal education

WORK EXPERIENCE:

WIEDEMANN&BERG + VIOLA FILM - "FIFTY-FIFTY" (FEATURE) DIR. BY ALIREZA GOLAFSHAN- PRODUCTION COORDINATOR ITALY

Ugento, Italy | July 2022 - October 2022

- Daily hiring, per diem and payroll confirmations
- Bookkeeping on set and production office
- Hotel organization for crew of 70, cast of 10, 30 extras, daily workers (both German and Italian teams)
- Travel organization for crew of 70, cast of 10, 30 extras, daily workers (both German and Italian teams)
- Catering call on set, airport shuttles coordination

ADDICTIVE IDEAS - "SHUKRAN" (FEATURE) DIR. BY PIETRO MALEGORI - PRODUCTION COORDINATOR

Lecce, Italy | April 2022 - July 2022

- Bookkeeping on set and production office
- Hotel organization for crew of 70, cast of 15
- Travel organization for crew of 70, cast of 15
- Coordination of all on-set and off-set transportation
- Creating and sending daily callsheets

LANGUAGES

Italian: first language

English: first language

Spanish: conversational level

French: basic conversation

PROGRAMS

Movie Magic Scheduling

Final Draft

Daily Payrolls, Travel Logs, Travel Memos,
production paperwork and Excel formulas

Google Drive, Docs, Sheets, Slides

Wordpress

WORK EXPERIENCE (CONTINUED)

AMAZON STUDIOS - "THE WHEEL OF TIME" (TV SERIES -S2) DIR. BY RAFE JUDKINS - COVID DEPARTMENT

Ostuni, Italy | September 2021

- Completed health information data banks for a crew of 400 people
- Assistant to Covid Manager Andrea Cossi
- Organized swab tests on locations and several places in Europe
- Organized a crew subdivided in risk categories for Covid

RODEO DRIVE PRODUCTIONS - "SCHOOL OF MAFIA" DIRECTED BY ALESSANDRO PONDI - OFFICE&SET P.A.

Nardò, Italy | August - September 2020

- Organized housing/hotel rooms for cast and crew
- Assistant to the Production Coordinator in organizing travel, daily payrolls
- Experience as Set PA, run errands and provide transportation to cast and crew
- Created the location bible for the crew, gaining deals and bargaining with local restaurants and structures.

COMMERCIAL POLTRONESOFÀ - SCRIPT SUPERVISOR

Cesena, Italy | 2022

COMBO COOP - "TU QUOQUE" (SHORT FILM) DIRECTED BY LUCA FATTORI GIOMBI - 2ND AD

Bologna, Italy | December 2020

- Assistant to AD Gianluca Zonta
- Assistance to actors and crew

FILANDOLARETE - "DIRITTO DI VOTO" (SHORT FILM) DIRECTED BY GIANLUCA ZONTA - 2ND AD

Bologna, Italy | December 2020

- Assistant to the first AD Daniele Balboni
- Assisted Italian influential actors such as Luca Ward and Francesco Wolf

CANNES INTERNATIONAL FILM FESTIVAL 2019 - INTERN

Cannes, France | 2019

- Participation in the student Film and Business Program with the American Pavilion at International Village in Cannes
- Organizing and putting up panels with industry experts among which Luca Guadagnino, Miles Teller, Willem Dafoe and John Carpenter.

PUBLICATIONS AND COLLABORATIONS

GIUSEPPE GRAZZINI - "DAD AND I" (FOR OLIVER STONE)

Online | 2021

- Translation from Italian to English of the book by Giuseppe Grazzini, testimony of the liberation of Rome, as a personal copy for Oliver Stone for a potential film production.

LA POLITICA DEL POPOLO - "REVERSE SHOT" COLUMN

Online Newspaper | 2020

- Writing and publishing one article per week on the Italian online magazine for young audiences "La Politica Del Popolo". Personal column on discussions about the film industry (original name "Il Controcampo")
- Presentation of each article through Instagram stories
- 4021 followers, 1100 posts as of November 10th 2020

HOBBIES



Movies



Swimming



Reading



Studying



Karate



Camping



Travelling

STUDENT FILM PRODUCTIONS (17 IN TOTAL)*

A MÀS NO PODER - PRODUCER

Northridge, California | 2019-2020

Directed by Ruben Fuentes Jr.

-Senior Thesis Film for California State University Northridge (CSUN)

-Tasks: find locations, ensure crew, equipment and sets, file paperwork with Screen Actors Guild (SAG), raise funds, organize catering, restrooms, organize rehearsals and production meetings, create and enforce budget, find donations for the production, organize a 5-day production, organize contracts with child actors and animals. Work with stunt coordinator and set armor.

-Film selected for the Annual Film Showcase in Beverly Hills

-For this role, I received the award for best producer of the film department for the year 2019.

CUFFED - FIRST AD

Northridge, California | 2019-2020

Directed by Parker Caston Jr.

-Senior Thesis Film for California State University Northridge (CSUN)

-Tasks: script **breakdown**, creating the filming **schedule** with Movie Magic Scheduling, being the mediator between producers, the director and the crew, creating **callsheets** and **sides**, organization of PAs to make sure that the streets are properly locked, manager for security on set as well as following the daily schedule. Scenes involving chases, stunts, scene weapons, and a robbery

-Film selected for the Annual Film Showcase in Beverly Hills

SEE YOU SOON - SCREENWRITER

Northridge, California | 2019

-15 page script, not produced, proposed as Senior Thesis at the department of Cinema and Television Arts

-The script received support from personalities of Italian Cinema such as Lorenzo Corvino and Alessandro Jacchia, as well as Liceo Artistico "Pellegrino" in Lecce and other small businesses.

ENTROPIE - PRODUCER

Northridge, California | 2019

Directed by Eric Espinoza

-Senior Thesis Film for California State University Northridge (CSUN)

HOT LATIN NIGHTS AT THE GRANADA! - FIRST AD

Northridge, California | 2019

Directed by Franco Vidal

-Senior Thesis Film for California State University Northridge (CSUN)

-Film selected for the Annual Film Showcase in Beverly Hills

-Winner of the "ARRI Grant" Award

*UNLESS OTHERWISE SPECIFIED, ALL PRODUCTIONS ARE 15' SHORT FILMS, SHOT ON STUDENT SETS WITH AROUND 40 PEOPLE PER SET. EVERY PRODUCTION HAD 3 MONTHS OF PRE-PRODUCTION, 5 DAYS OF PRODUCTION, AND 3 MONTHS OF POST-PRODUCTION.