

Emery Entertainment

SAMMI CAINS

PAPER GIRLS – SEASON 1

SCRIPT COORDINATOR (March 2020 – May 2020)

Script and outline distribution, proofreading, build/maintain show bible/track storylines, maintain writers' room files, submit payment paperwork, resolve clearance issues, fill in as writers' assistant as needed (room notes, etc)

THEM: COVENANT – SEASON 1

SCRIPT COORDINATOR (May 2019 – March 2020)

Script and outline distribution, proofreading, track storylines, maintain writers' room files, submit payment paperwork, resolve clearance issues, fill in as writers' assistant as needed (room notes, etc).

TAD QUILL – OVERALL AT CBS STUDIOS

WRITER'S ASSISTANT (June 2018 – May 2019)

Showrunner of NBC's *Bent*, CBS's *Angel from Hell*. Schedule meetings and pitches, proof treatments and scripts, take notes on calls, conduct script research, pick up lunch, etc.

THE DANGEROUS BOOK FOR BOYS – SEASON 1

SHOWRUNNER'S ASSISTANT / WRITERS' ASSISTANT / SCRIPT COORDINATOR (May – November 2017)

- Showrunner's Assistant responsibilities: Michael Glouberman's calendar, schedule calls and meetings, take word-for-word notes on calls/meetings, Recurring Character Fee Memos, proofread story areas, outlines, and scripts before distro
- Writers' Assistant responsibilities: Take notes in the room during story breaking and work in script during rewrites
- Script Coordinator responsibilities: proofreading and script distro, maintain writers' room files, submit payment paperwork

TED GRIFFIN

WRITER'S ASSISTANT (January 2018 – Present)

Screenwriter of *Ocean's Eleven*, Showrunner of FX's *Terriers*, Co-Producer of *The Wolf of Wall Street*. Proofread and discuss developing scripts on an ongoing basis, as needed.

UNTITLED PAUL FEIG/KIM ROSENSTOCK PROJECT (GIRLS CODE) – PILOT

PRODUCER'S ASSISTANT (March – April 2018)

Support Producer and Executive Producers. Schedule and coordinate meetings, answer phones, schedule and coordinate department head interviews, proofread drafts for distro.

BLACK MONDAY (fka BALL STREET) – PILOT

OFFICE PA (January – March 2018)

Support the POC and APOC - answer phones, stock break rooms, handle lunch, distribute scripts and production paperwork.

SONY PICTURES TELEVISION

PILOT SEASON OFFICE ASSISTANT (February – May 2017)

Assist the office of Jon Spector, SVP Comedy TV Production, and Julia Sacco (Manager). Answer phones. Coordinate tone meetings and table reads for pilots.

CAREERBUILDER.COM

WRITER / PRODUCER (December 2014 – December 2016)

Wrote and produced 100+ pieces of branded content and broadcast commercials for Careerbuilder.com.

EDUCATION

Ball State University, Muncie, Indiana, B.F.A. in Acting, May 2011
Upright Citizens Brigade, NY certificate of completion

FELLOWSHIPS/RECOGNITION

Top 10 in 2020 Table Read My Screenplay Park City Contest. // Second round selection for the 2019 Sundance Episodic Lab & 2017 Sundance New Voices Lab. // Quarterfinalist for the 2019 ScreenCraft Screenwriting Fellowship. // Semifinalist for the 2018 Cinestory TV/Digital Fellowship. // Named top 15% of script submissions to the 2018 NYTVF Scripts Competition. // Producer of Official Selection for the 2016 NYTVF Independent Pilot Competition.