

Nancy Spooner

La Jolla, CA 92037 • 858-412-6489o •858-344-0696c •nancy@nancyspooner.com
www.tempoliveevents.com

Well-qualified live event professional experienced in fast-paced and high stress positions that demand a calm personality with excellent organizational, multitasking, delegating and respected managerial skills. Confident and poised in interactions with individuals at all levels. Detail orientated and resourceful.

Experience Highlights:

PRODUCING/COORDINATING EVENTS

- Creating and managing event budgets.
- Hiring and training a staff with as many as 150 employees and vendors from across the United States and Canada.
- Responsible for developing entertainment elements at live sporting events. Integrating all live elements to create an optimum athlete and spectator experience while ensuring that an appropriate ambiance is present in the venue.
- Managing day-to-day functions of the Event Production department including scheduling, travel, accommodations, payroll, confidential contracts, distributing research and other pertinent information.
- Facilitating all crew and equipment requirements for the event including audio, power, video, intercom, radios, and lighting.
- Ensuring that all vendors and staff are paid appropriately and in a timely manner.

DIRECTING (show calling or stage managing) LIVE EVENTS

- Responsible for directing Announcers, DJs, Audio Mixers, Lighting Operators, Video Directors, Pyrotechnic Operators and Camera Crews at live sporting events in front of 30,000 spectators and millions of live television audiences around the world.
- Integrating with all live elements to create the best possible show all the while interfacing with various departments including: TV Production, Sponsorship Management, Promotions, and Sports and Competition to ensure that competitions and other events run smoothly and professionally.
- Attended media training before representing Nabisco and Tiger toys on tour stops at Children's Hospitals, elementary schools and on local news broadcasts throughout the United States.

Freelance Employment History:

EVENT PRODUCER/SHOW CALLER/STAGE MANAGER

2008 -2009	Harman Professional Business and Technology Conference
2007-2009	Pharmaceutical National Sales Meeting – (InVision Communications)
2008	Gridiron Bash @ Texas A&M (with MSL Sports and Entertainment)
2007- 2008	Pharmaceutical Franchise Sales Meeting - Awards dinner and general session (InVision Communications)
2006-2008	RSA Conference (John Halloran Associates, Inc.)
2007-2008	Bassmaster Elite Series Induction Dinner (ESPN)
2008	IBM - STG University and Beacon Awards (Overland Entertainment)
2007	BASS Jr. World Championships (ESPN)
2006-2007	ESPN Bassmaster Elite Series
2000 - 2005	ESPN Great Outdoor Games
2004	Ansari X Prize
2004	FIE Fencing World Championships
2003	ESPN Global X Games Challenge
2002	2002 Olympic Winter Games Long Track Speed Skating (SLOC)
2002	ESPN Sporting Dog Challenge

ASSOCIATE PRODUCER /DECK MANAGER

2009	PepsiCo Ring of Honor (Kaleidoscope Productions)
2009	NRA Convention (i4D Productions)
2008	SAP (i4D Productions)
2008	IBM Awards (Overland Entertainment)
2007	Verizon - How Sweet the Sound (Bruce Porter & Associates)
2006	Nortel North American Sales Conference (Gail and Rice)
2006	ACS Celebration on the Hill (TBA Global Events)
2003-05	Bristol-Meyers Squibb - Tour of Hope (TBA Global Events)
2005	SAP Sapphire Convention (TBA Global Events)

VENUE DIRECTOR/ PRODUCER/STAGE MANAGER/SHOW CALLER

2002 – 2009	ESPN Bassmaster Classic
2009	ISU World Championship Long Track Speed Skating (VANOC – Vancouver 2010 Olympic Committee)
2008	ISU Short Track World Cup (VANOC - Vancouver 2010 Olympic Committee)
2004 – 2008	USA Gymnastics (numerous NBC televised events per year)
2004 – 2008	US Open (Tennis)
2000-2008	ESPN X Games
2007	2007 Asian Games – Fencing
2003, '06	FIE Fencing World Cup
2003	ESPN Latin X Games, Rio de Janeiro

Education:

San Diego State University 1993
Bachelor of Science - TV and Film
Antelope Valley High School 1989
Valedictorian 4.10 GPA

Skills:

Microsoft Word, Excel, PowerPoint, Outlook
Professional Media /Public Speaking Training

Accomplishments:

Ironman Triathlon Finisher
5 Time Marathon Finisher
Certified Fitness Instructor 20years

Nancy Spooner References

Amy Murray (*client and colleague - ESPN*)

“I have had the extreme good fortune of working for Nancy as well as working on the same team as Nancy for the ESPN Bassmaster Classic. Nancy is consistently committed to the success of the whole team. She will jump in at any time in any role to make sure the project exceeds expectations. When working for Nancy, my goals and responsibilities are always clearly laid out with a strategy, timeline and fail proof plan. So whether you're looking for someone to take on a project of someone to lead a project, Nancy will not let you down. She is smart, funny and extremely kind. You will enjoy working with Nancy and look forward to working with her again.” December 29, 2008

+++++

Paul Chavez - *Harman International* (*client*)

I have now worked with Nancy two years in a row on our annual corporate show and my experiences working with her have been terrific! I enjoy every moment of working with her because she is always focused and upbeat. She has an enormous amount of energy and she works extremely hard to the end. I recommend her very highly and hope to continue a long tradition of working with Nancy on many more events.” Top qualities: Great Results, Personable, High Integrity. January 21, 2009

+++++

Jenny Burr - *Senior National Account Executive, Champion Exposition Services* (*colleague*)

“Nancy is an exceptional person, she always has a positive outlook and a can-do attitude. Nancy has great vision and is able to achieve her goals through great organization and team work. Nancy is someone who makes everyone feel part of the goal and compliments everyone in the process. Nancy is a complete pleasure to work with.” October 15, 2008

+++++

Michelle Newbon - *Associate Producer, RSA* (*colleague*)

“I love working with Nancy because she has a great disposition, she's always smiling and has tons of energy, which is equal in weight to her experience, her skill level and her ability to navigate and lead so well in the world of live event and corporate production. I welcome every opportunity I have to work with Nancy Spooner!” December 4, 2008

+++++

Jeff Smith – *Director Event Production USA Gymnastics* (*client*)

“Nancy is great to work with. She is always pleasant in the stressful environment of live events. She adapts quickly to the constant changes that we through at her at the last minute and produces a great show.” February 8, 2009