

Nancy Spooner

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Educate! Entertain! Engage! Excite!

Nancy is a 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. She is confident and poised in interactions with individuals at all levels. She is detail oriented and resourceful. Her show experience ranges from Corporate Sales Meetings, Conferences, and Trade Shows to Professional Sporting Events. She is also owner of Tempo Live Events, Inc., an event production staffing resource.

LIVE EVENT PRODUCER

- 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.

SHOW CALLER

- 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.

DECK MANAGER/ASM

- Operate as the Stage Manager's assistant helping set up and strike furniture and props, prompting presenters, marking stage, etc. as per the Stage Manager's instructions.
- Responsible for the smooth and efficient running of the backstage area.

Sample of Freelance Employment History

POSTION	DATE	SHOW (Production Company)
Producer and Show Caller	2007-2011	Pharmaceutical National Sales Meeting – (InVision Communications)
Producer and Show Caller	2006-2011	RSA Conference (John Halloran Associates, Inc.)
Producer and Show Caller	2004 – 2011	USA Gymnastics (numerous NBC televised events per year)
Show Caller	2008-2011	Harman Professional Business and Technology Conference
Show Caller	2011	MasterCard Commercial Meeting (Barkley Kalpak)
Show Caller and Deck Mgr	2004 – 2011	US Open (Tennis)
Show Caller	2011	Pharmaceutical Meeting (Kindle Communications)
Associate Producer	2011	Pharmaceutical Gala (Launch Media and Productions)
Deck Manager/ASM	2011	Melaleuca (August Jackson)
Deck Manager /ASM	2011	ICBA (Barkley Kalpak)
Show Caller	2011	SDSU Gala (MSI)
Show Caller	2011	SAP (Gail and Rice)
Show Caller	1999 - 2010	ESPN X Games, Latin X Games in Rio de Janeiro (03), X Games Global Challenge (03)
Show Caller	2010	Acura Dealer Sales Meeting (Gail and Rice Productions)
Deck Manager/ASM	2010	Direct TV Celebrity Beach Bowl (for Boom Box Groupe)
Show Caller	2002 - 2009	ESPN Bassmaster Classic
Field Producer	2009	Red Bull High Rise (Boom Box Groupe)
Deck Manager/ASM	2008	IBM - STG University and Beacon Awards (Overland Entertainment)
Producer and Show Caller	2009	ISU World Championship Long Track Speed Skating (Vancouver 2010 Olympic Committee)
Producer and Show Caller	2008	ISU Short Track World Cup (Vancouver 2010 Olympic Committee)
Producer and Show Caller	2003, '04 '06	FIE Fencing World Cup and Championships
Producer and Show Caller	2007-2008	ESPN Bassmaster Elite Series Induction Dinner (ESPN)
Producer and Show Caller	2007	2007 Asian Games – Fencing (Great Big Events)
Producer and Show Caller	2006-2007	ESPN Bassmaster Elite Series Tour
Producer and Show Caller	2000-2005	ESPN Great Outdoor Games
Show Caller	2004	Ansari X Prize
Producer	2004	ESPN Global X Games Challenge
Producer and Show Caller	2002	2002 Olympic Winter Games Long Track Speed Skating (SLOC)

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
Featured speaker/instructor: Event Production

Accomplishments:

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

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, 2010

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

I have now worked with Nancy four 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, 2011

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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

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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

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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 throw at her at the last minute and produces a great show.” February 8, 2009