BAYLEE GILVEAR

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BRISBANE

LONDON – As of February 2027

FEMALE (SHE/HER)

ROLES OF INTEREST

Producing
Production Management
Production Assistant

Production Design
Set Decorator
Set Dresser

SKILL & ATTRIBUTES

Creative and Critical Thinking

Organized and Great Time management

Confident and willing to learn

MS Office Skills including all Microsoft 360 and Google Doc

Baylee Gilvear

EDUCATION

Bachelor of Film and Screen Production JULY 2022 – JANUARY 2026
University of Southern Queensland
Major in Film and Screen Production
Minor in TV and Radio

PROJECTS

'ROMANCING BRISBANE' FEATURE FILM 2026

My Role: **Production Assistant**
My role was performed during production phase, completing tasks such as:

- Shot list tracking
- On site location management
- Script supervising
- Time keeping
- Helping communicate with actors on script and actions

Director, Producer and screenwriter: Anmol Mishra

'THE ART SPEAKS' YOUTUBE TV SERIES 2025

My Roles included for overall Project: Creator, **Set designer and Set dresser**
Roles for Episode 1: **Director** and Location Camera operator
Roles for Episode 2: **Producer** and Editor
Tasks I performed in these roles include:

- Created the original concept and oversaw the creative development of 'The Art Speaks' YouTube TV series to ensure a unique and engaging artistic vision.
- Developed innovative set designs and meticulously dressed sets to enhance the visual narrative of 'The Art Speaks' TV series.
- Produced Episode 2 by managing all production logistics, ensuring timely delivery and quality standards.
- Edited Episode 2 by assembling footage to maintain narrative flow and emotional impact.
- Directed Episode 1, coordinating creative vision with technical execution to achieve compelling storytelling.

PIE FACE' SHORT FILM 2025

My Role was **Costume Designer**.
In this role I performed task such as:

- Designed and created costumes that reflected the characters' personalities and the film's comedic tone.
- Researched period-appropriate clothing styles to ensure authenticity and visual consistency.
- Managed the costume budget effectively while sourcing quality materials and accessories.

'THE LINE' SHORT FILM 2024

My Roles Included, **Producer, Production Manager and Co Production Designer.**
In those roles I performed task such as:

- Managed project timelines and budgets, delivering the short film on schedule and within allocated and very little resources.
- Led coordinating efforts between the production and design teams to ensure cohesive visual storytelling.
- Facilitated communication between university faculty, cast, and crew to maintain project alignment and quality standards.

INTERNSHIP

Production design Intern OCTOBER 2025
Eureka Production
Gold Coast

Worked on pre-production set design as an intern for the Netflix TV show 'The Golden Ticket'.