

# Curriculum Vitae

## Caroline Menzies

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### PERSONAL STATEMENT:

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Self-shooting AP with experience in production and development. I have a proven track record in casting contributors, generating ideas for development, securing commissions, working both in studio and on location, shooting on Z1 and establishing strong working relationships with contributors, agents and talent. Having worked on formatted factual entertainment, documentaries and studio-based entertainment, I relish a challenge and thrive under pressure.

### EMPLOYMENT HISTORY:

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**Researcher, RDF** (2010)  
*Secret Millionaire (Channel 4)*

- Targeting and casting philanthropists with inspirational success stories for series six.
- Updating the vast database of 15,000 millionaires – chasing up old contacts and finding new leads.
- Writing biographies on millionaires and doing in-depth phone chats with them.
- Setting up and carrying out recces with potential benefactors – filming them at their home on Z1.

**Researcher, RDF** (2010)  
*How The Other Half Live (Channel 4)*

- Targeting and casting affluent families for this documentary series about child poverty in the UK.
- Conducting questionnaires with potential contributors and setting up recces.

**Researcher, Remarkable Television (an Endemol UK company)** (2009)  
*Freakishly Normal (BBC Three)*

- Casting for a documentary about embarrassing habits and unusual obsessions.
- Targeting forums, intranets and publications and street casting at Earl's Court exhibition centre.
- Screening potential contributors on the phone and in person, writing biogs and setting up recces.

**Researcher, Silver River** (2009)  
*Cracking Antiques (BBC Two)*

- Sole Researcher for primetime series – make-over show combining antiques and interior design.
- Casting families, filming on Z1, cutting taster tapes for commissioners.
- Sourcing locations, setting up shoots and looking after contributors and talent on location.

**Development AP, Talent Television** (2009)

- Shooting, directing and editing taster tapes using Final Cut Pro.
- Generating ideas, organising game show run-throughs, attaching talent and experts to formats.
- Developing a game show alongside ITV with a view to doing a co-production.

**Associate Producer, Talent Television** (2009)  
*So, You Think I'm An A\*\*\*hole?! (Virgin1)*

- Reality show about Jim Davidson, which I worked on from development to production.
- Casting feminists, equalities campaigners and gay activists to confront Jim on his bigoted views.
- Celebrity booking, negotiating fees with agents, sourcing and securing access to filming locations.
- Directing and interviewing talent on camera, organising shoots and directing all vox pops.

**Associate Producer, Talent Television**

(2009)

*Deaf Rave (NHK, Japan)*

- Conceived idea, wrote the proposal and secured a commission for obs doc about deaf culture focusing on the life of a deaf DJ from Hackney.
- Securing access to locations and casting contributors from the deaf community and music industry.
- Writing the production schedule, directing 2<sup>nd</sup> camera and overseeing all aspects of the shoot.

**Development Researcher / AP, Talent Television**

(2008-2009)

- Developing and pitching ideas, writing treatments, using BBC e-commissioning system.
- Researching, writing and submitting treatments for a range of factual and entertainment formats.
- Contributor-finding, meeting agents and talent, researching locations and celeb booking.

**Researcher, Talent Television**

(2008)

*Everybody Dance Now! (ITV1)*

- Sourcing performers, music clearance, writing celebrity biogs and researching dance crazes.
- Compiling VT packages with vox pops from the public.
- Looking after talent, including Fearne Cotton and Jocelyn Brown, during studio record.

**Researcher, 12 Yard Productions**

(2008)

*Are You An Egghead? (BBC Two)*

- Targeting and casting contestants from a diversity of backgrounds and demographics.
- Sourcing well-known quizzers who have won major TV quiz shows / tournaments.
- Writing contestant biographies and looking after the contestants during studio days.

**Contestant Researcher, BBC Entertainment**

(2008)

*Weakest Link - Series 10 (BBC One)*

- Sourcing, auditioning, short-listing and casting a huge volume of contestants.
- Writing detailed, concise and meticulously accurate biographies for Anne Robinson.
- Looking after contestants, writing notes for edit AP and live logging of questions/answers.

**Casting Researcher, Love Productions**

(2007)

*Britain's Youngest Grannies (BBC Two and BBC Three)*

- As sole Researcher, I was responsible for contributor-finding and casting.
- Organising and carrying out recces alone, conducting interviews with teen Mums and young Grandmothers, liaising with social workers and midwives.
- Cutting taster tapes and contributing towards editorial decisions and story strand ideas.

**Researcher, Shine**

(2007)

*Sex... with Mum & Dad (BBC Three)*

- Contributor-finding, street casting, organising and carrying out recces and writing family profiles.
- Looking after contributors and presenter on studio days, assisting the Floor Manager.
- Assisting development team, writing treatments, brain-storming ideas and researching content.

**EDUCATION:**

**University of Manchester** - 2:1 BA (Honours) Drama and Screen Studies

**Rugby School, Warwickshire** - A Levels - A, A, A GCSE's - 2 A\*, 6 A's, 1 B.

**ADDITIONAL SKILLS & QUALIFICATIONS:**

- DV Talent Z1 shooting and directing DV & HDV 2 day course (2008)
- BBC Risk Management on Productions part 1 & 2 (2008), BBC Safeguarding Trust workshop (2008)
- BBC Health & Safety at Work Certificate (2007)
- Experienced in editing with Avid, Premier and Final Cut Pro

**REFERENCES:**

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References available upon request