



# KALYNN HARRINGTON

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<https://www.kalynnharrington.com>

Kalynn is an animation writer and children's book author with a background in production management. She is a highly-organized team leader, whose drive and passion uplift the people around her.

## Freelance Writer / Fine Art Editor

### Current

- Writing original scripts for an unannounced preschool show, pitching new episode outlines and springboards.
- Ghost writer for SEO blog posts.
- Detail editor for underwater portraiture photography, working in Adobe Photoshop and Lightroom.

## DreamWorks TV Animation

Writer and Script Coordinator on "Mighty Monsterwheelies"

Mar 2022 - Nov 2023

- Wrote 3 original scripts, participated in group brainstorming, pitched compelling episode premises with loglines, analyzed and revised 52 scripts.
- Directed the creation and adjustment of schedule milestones, supervised dialogue tracking, managed freelance team of over 30 writers, led production overviews.
- Recorded scratch lines to streamline processes for editorial, assisted in the preparing casting call materials and note-taking in the review of submissions.

Script Coordinator on "The Mighty Ones"

Mar 2021 - Mar 2022

- Directed circle takes during recording sessions and documented feedback for post-production refinement, coordinated pick-ups and ADR needs across 20 episodes to align with budget timelines, conceptualized projections for upcoming record needs.
- Orchestrated script editing and distribution processes, scheduled and facilitated meetings to discuss weekly progress reports and address notes.

Production Coordinator on "The Mighty Ones"

Aug 2020 - Mar 2021

- Trained and coached production staff on new processes, orchestrated and facilitated cross-department meetings to align production timelines and requirements, established training protocols and onboarding materials.
- Engineered and implemented data monitoring spreadsheets to track production metrics and progress, standardized server filing system and maintained database.

## DreamWorks Feature Animation

Story and Editorial Production Assistant on "Boss Baby: Family Business"

Apr 2019 - Aug 2020

- Prepared and administered material for VIP talent to maximize productivity and protect client confidentiality, planned and executed crew morale events.
- Established and assigned assets in Shotgrid ensuring seamless project execution and enabling team members to prioritize tasks, facilitated employee reviews.

## Proficiency

- Google Workspace, Microsoft Office, Adobe Suite, Final Draft, Shotgrid, Procreate, Scrivener, Flix, iMovie, GarageBand, Wix, Canva, Asana.
- Mac and PC.

## Skills

- Writing, editing, pitching, revision, scheduling, production, management, design, mentoring, tracking, social media, voice acting, singing, music composition.
- Empathetic, enthusiastic, creative, detail-oriented, motivated, accountable.

## Internships

Cartoon Saloon

Production Design Assistant and Development Intern

Bang Zoom! Recording Studio

Audio Production and Marketing Intern

## Education

University of the South,  
Sewanee

B.A. in Theatre Arts, 2018

Minor in Music

Creative Writing Certificate