

Jeanette Harris Courts

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www.jeanetteharris courts.com

Leadership Roles

Junior Chamber International (JCI)

Communications Manager | 2018 – 2020

Trailnet

Communications & Marketing Manager | 2017

Sofar Sounds

Ambassador | 2015 – 2018

Skills

Editor

Script Writer

Riverside FM

ProTools

Adobe Creative Suite

Buzzsprout Management

Social Media Management

Project Management

Nusii (Contracts + Budgets)

Production Credits

Going Rounds Video Podcast (Credited as **Producer**)

Guaranteed with Eve L. Ewing (Credited as **Post-Production Producer**)

The Real Estate Wealth Podcast (Credited as **Lead Producer + Audio Editor**)

Becoming a Better Mentor Audiobook (Credited as **Lead Producer**)

Work Therapy (Credited as **Lead Producer**)

Connect (Credited as **Lead Producer + Audio Editor**)

Freedom Unfinished (Credited as **Lead Producer + Story Editor**)

Sapiens - S4 (Credited as **Lead Producer + Co-Audio Editor**)

From the Margins to the Center (Credited as **Co-Host + Co-Producer**)

Guardians of the River (Credited as **Final Editorial Feedback**)

All That and a Bottle of Wine (Credited as **Co-Host, Editor + Producer**)

Campfire Storytelling Podcast (Credited as **Producer + Audio Editor**)

Wait, Wait ... Don't Tell Me (Credited as **Production Intern**)

How To Do Everything (Credited as **Production Intern**)

Education

Truman State University | May 2014 Graduate

Major: Public Communication/Media | Minor: Film Studies

Production Experience

GUSTO, a Matter Company | Denver, CO

Producer | Jan 2022 – Nov 2023

- + Spearheaded the launch of the audio production division, overseeing 10+ B2B shows, nurturing and converting clients' audio/video concepts into engaging conversational or narrative series, while developing department documentation.
- + Managed show productions from concept, execution, to finish—including research, scripting, budgeting, timelines, permits, and coordinating recordings.
- + Supervised and reviewed a team of content creators and freelancers who developed the graphics, visual elements, editing, and timeline for our clients.

Guaranteed with Eve L. Ewing | Remote

Post-Production Producer (Freelance) | Oct 2022 – Oct 2023

- + Developed and screened the guest list with AirGo Media and the Economic Security Project for the guaranteed income candidates, deciding on five unique Chicago voices, building out our series storyboard and concept.
- + Directed remote recording sessions with our host, Eve Ewing, as well as managed field recording sessions with guests and other producers.
- + Edited the raw files for this series into seven journalistic narrative stories with music and voice over transitions using audio platforms such as ProTools and Riverside FM.

All That and a Bottle of Wine | Remote

Senior Producer + Host (Freelance) | Nov 2018 – Sep 2023

- + Managed this series process using Riverside FM and Adobe for this 90's and early 2000's podcast discussing past entertainment and pop culture topics.
- + Conducted research, prepared show outlines as well as co-hosted for interviews with millennial guests such as Davida Williams from *Lizzie McGuire* and more.
- + Wrote and created promotional content for social media pages using Canva, interacting with listeners while expanding audience reach to 13 countries.

House of Pod | Denver, CO

Producer + Community Manager | March 2021–Dec 2021

- + Supervised 50+ podcast productions while providing tech training to community members for their podcast series concepts to execution.
- + Served as an instructor for week-long workshops that helped amplify marginalized voices within podcasting through production education.
- + Gave Final Editorial Feedback on the 2021 Podcast winner at the Jackson Wild Media Awards and the Tribeca award-winning podcast, *Guardians of the River*.

Campfire | St. Louis, MO

Producer (Freelance) | May 2016 – Oct 2017

- + Coordinated the series stage layout & sound design for *Campfire Storytelling Podcast* with the Executive Director, serving as the first lead producer.
- + Served as audio support with the engineer team during live recording events.
- + Delivered 10 episodes after live productions, composing the first four seasons of *Campfire Storytelling Podcast* using ProTools for local St. Louis public figures.

National Public Radio (NPR) | Chicago, IL

Production Intern | Jan 2015 – June 2015

- + Supported research, script writing, interviews, and partner event relationships tied to audience engagement for over 30 live recording events across the US.
- + Screened over 100 callers each week by managing the station's voicemail box as well as recording and editing callers as needed for *Wait, Wait ... Don't Tell Me* and *How To Do Everything* using Adobe Creative Suite.